

Minutes for March 4, 2020 were reviewed and accepted by N. Ladley and seconded by J. Norwood vote 5-2 abstained.

YARMOUTH FINANCE COMMITTEE MINUTES

March 25, 2020

The first meeting of Finance Committee held by conference call during the COVID-19 pandemic. The role was called by the chairman at 6:00pm. This meeting was recorded.

Present: Ken Mudie Chairman, Jessica Norwood, Robert Ciavarra, Brian Gardiner, Sara Kohls, George Perkins, Jack Moylan, Nathan Ladley

Administration: Dan Knapik Town Administrator, Richard Bienvenue

Chairman asked for motion to open meeting. A motion to open meeting at 6pm was made by J. Norwood and seconded by N. Ladley.

- 1. Minutes:** Chairman made a motion to deferred the past meetings minutes. A roll call by the chairman: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye
- 2. Capital Budget Committee Budget: Article 8.** (\$3,672,661.00) J. Norwood asked question about Tasers purchase for police department. The response was all Tasers will be purchased and will be paid for over a 3 year period. A motion was made to accept budget by Jack Moylan and seconded by Brian Gardiner. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 7-0 add Ken Mudie aye (vote 8-0)
- 3. Free Cash Review: Article 10** (1,595,000.00). The discussion noted a reduction in free cash to set aside some free cash for future need because of the present crisis. The town administrator pointed out that money from FEMA account would pay for the new roof on the Mac Arthur School and the insulation need for the town hall damaged during the flood. R. Bienvenue explained changes. A reductions to comprehensive plan development to \$60,000. Funds were eliminated to Capitol, trailer for YPD, and waste water capital as well as changes to CPA exemption for 2021. These decisions were made with input for Selectmen planning board. N. Ladley questions that due to a lack of need for snow removal this winter could those funds be redirected. A motion was made by N.Ladley and seconded by S. Kohls. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye. Vote 7-0 add K.Mudie aye (vote 8-0).
- 4. Natural Resources Budget:** (\$791,527.00) The chairman asked the town administrator to review budget for natural resources. The department has been down by 2 officers since last October. A recent hire of one officer and a second officer to be hired by mid-April, making 8 full time positions. The expense line has increased secondary to the department now has to manage their fuel cost for vehicles and marina costs. A motion to accept budget was made by J. Norwood and seconded by J. Moylan. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye. Vote 7-0 add K.Mudie aye (vote 8-0).
- 5. Health Services Budget Review:** (1,412,706.00) A motion was made to accept the budget by J. Moylan and seconded by N. Ladley. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye. Vote 7-0 add K.Mudie aye (vote 8-0). A motion was made to add Ken Mudie aye vote to each of the above items voted upon.

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- 6. Yarmouth Police Department Budget Review:** (7,651,138.00) A motion was made by R. Ciavarra to accept the budget seconded by B. Gardiner. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0. Comments were made by chairman and the town administrator over the improvement over past year related to decrease in overtime and quick hiring procedures and hiring of officers with prior police training.

The chairman introduced Articles to be voted on. Article 29 was discussed but no action taken.

Articles 1: DPW and C& D (350,000.00). A motion was made to N. Ladley to accept the article and seconded by R. Ciavarra. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 6: pending

Article 7: Cape Cod Technical High School. A motion was made N. Ladley to accept article and seconded by G. Perkins. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 9: Water Capital Fund. A motion was made by R. Ciavarra to accept the article and seconded by B. Gardiner. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 12: Tourism Revenue Preservation Fund (379,279.00). A motion was made by R. Ciavarra to accept the article and seconded by G. Perkins. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 13: Water Resource Enterprise Fund. No fund necessary at this time. R. Bienvenue explained the reason for adding the article to the agenda for a vote. It is to create a separate enterprising fund for ease of accounting. A motion was made to accept article as submitted by N. Ladley and seconded by G. Perkins. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 7-0-1 abstained.

Article 14: Waste Water Capital Reserve (\$625,000.00) there was an explanation by R. Bienvenue concerning this article related to Phase I of the waste water project. A motion was made to accept article as submitted by J. Moylan and seconded by N. Ladley. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Articles 15, 16, 17: Following a lengthy discussion related to these 3 articles the committee decided to defer the vote to a later meeting. The committee members felt they need more time to research these articles which would be linked to Article 14. A motion was made to pass on the article by J. Norwood and seconded by S. Kohls. All committee members were in agreement with deferring.

Article 18: Design and Engineering Water Collection System (\$127,000,000.) A motion was made to accept article as submitted by N. Ladley and seconded by G. Perkins. The chairman called for a roll call vote: Jessica

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Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0

Article 19: A motion was made to accept article as submitted by G. Perkins and seconded by R. Ciavarra. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 20: CPA Article The purpose of the article was described by R. Bienvenue. A motion was made to accept article as submitted by J. Norwood and seconded by S. Kohls. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 21: Housing Trust. A motion was made to accept article as submitted by J. Moylan and seconded by G. Perkins. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 22: Affordable Housing (\$80,000.) A motion was made to accept article as submitted by R. Ciavarra and seconded by B. Gardiner. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 23 and 24. J. Norwood noted these articles had been previously voted on.

Article 25: Parcel Properties Sales or Lease. A motion was made to accept article as submitted by J. Norwood and seconded by S. Kohls. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 26: Assessors Contracts: Increase contracts for evaluations from a 3 year to a 5 year cycle. A motion was made to accept article as submitted by G. Perkins and seconded by N. Ladley. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra abstain, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 7-0-1 abstain.

Article 27: Property Tax exemption to benefit taxpayers: A motion was made to accept article as submitted by K. Mudie seconded by J. Moylan. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 28: Leasing Land –Solar Project: The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

Article 29 and Article 30: deferred until after the presentation to address cost benefit analysis.

Article 31: Solar Panel Presentation at Links: deferred article calls for further study.

- 7. Transfers:** A transfer of \$12,000.00 for wages for a part time seasonal administrator from Parks and Recreation to Cemetery. A motion was made to accept transfer of funds by J. Moylan and seconded by B.

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Gardiner. The chairman called for a roll call vote: Jessica Norwood aye, Robert Ciavarra aye, Brian Gardiner aye, Sara Kohls aye, George Perkins aye, Jack Moylan aye, Nathan Ladley aye, Ken Mudie aye. Vote 8-0.

8. **FinCom Administrative Items:** The next meeting scheduled for April 8th at 6pm. Reminder that town meeting scheduled for May 19th. And Nathan Ladley asked for update related to town employees during this crisis. The town administrator stated the town of Yarmouth had 5 cases and 50 cases in the county and 3 employees from fire department need to be quarantined related to exposure. It is too early to assess the financials related to food and hotel taxes etc.
9. **Adjourned:** The motion to adjourn was made by Jack Moylan and seconded by George Perkins. Meeting ended at 8pm.

Respectfully Submitted,

Beverly A. Bachand