

YARMOUTH FINANCE COMMITTEE MINUTES
Yarmouth Town Hall, Room A
November 18, 2015

Present: Joseph Goldstein, Chair, Cathy Romboli, Vice Chair/Clerk, Nathan Ladley, Jack Moylan, Ken Mudie, and Sean Hanlon

Absent: Robert Ciavarra

Administration: William Hinchey, Town Administrator

The meeting was called to order by Mr. Goldstein, Chair, at 6:30 p.m.

YARMOUTH TOWN CLERK

Mr. Goldstein asked for a moment of silence for the tragic events in Paris last Friday.

MINUTES:

MOTION: To accept the minutes of the September 30, 2015 Yarmouth Finance Committee Meeting.

'15DEC28AM10:33 REC

Motion by: Mr. Ladley

Seconded by: Mr. Mudie

Vote: 5-0-0

TRANSFERS:

Note: Mr. Moylan arrived at 6:44 p.m.

The Reserve Fund is used for emergency or unforeseen expenditures, Mr. Hinchey said. He also discussed internal transfers from one line item to another line item. The following two transfers were requested from the Reserve Fund and unforeseen:

The first transfer was requested by the Town Administrator's Office to be transferred from the Reserve Fund (Balance \$100,000 before the transfer) in the amount of \$15,000; this amount is to be transferred to Town Administrator Expenses/TA Professional & Technical to pay the invoices from the Collins Center for Town Administrator Recruiting. Mr. Hinchey discussed the work that Collins Center did for the Town, including vetting the candidates. Mr. Hanlon asked if the Town would be working with the Collins center continuously. Mr. Hinchey said that the Town would use Collins again, and that there were not many competitors in municipal recruiting.

The second transfer was requested by the Town Administrator's Office to be transferred from the Reserve Fund in the amount of \$5,000 to Town Administrator Expense/TA Professional & Technical for travel expenses for the Town Administrator Candidates. Three of the four candidates are from out of state.

MOTION: To accept the first transfer of \$15,000.

Motion by: Mr. Mudie

Seconded by: Mrs. Romboli

Vote: 6-0-0

MOTION: To accept the second transfer of \$5,000.

Motion by: Mrs. Romboli

Seconded by: Mr. Mudie

Vote: 6-0-0

The Board of Selectmen will be interviewing the candidates December 3rd and 4th, 2015.

The balance in the Reserve Fund after these transfers will be \$80,000.

NEXT MEETING:

The next meeting will be held Thursday, December 17, 2015, at 6:30 p.m. at the Yarmouth Town Hall, Room A.

UPDATE:

The budget books will be available after Christmas. Mr. Hinchey said that on December 1st Fiscal Policies will be presented to the Board of Selectmen. These written policies are important for the bond rating and were recommended by Standard & Poor. The Capital Plan will also be available after mid December.

Mr. Goldstein discussed meeting with the major Department heads to go over their budgets. Mr. Hinchey agreed to prepare a schedule of Department reviews. Mr. Hinchey agreed to give an overview of the budget at the first meeting after the Budget Books are released. Mr. Hinchey is leaving his position on the 22nd of January. Mr. Goldstein noted that between January 6 and January 27 the YFC would be meeting once a week.

Mr. Mudie requested an introduction to the budget as a new member, and Mr. Goldstein said that Mr. Hinchey would give some background information at the next meeting. Mr. Hinchey agreed to sit down with any of the new members to answer questions and give an introduction to the Budget.

Mr. Hinchey said that the Schools' Budget will be presented at the last minute. Mr. Goldstein offered to forward the weekly School Report to YFC members. Mr. Hinchey noted that the Schools' Budget is as large as the Town's Budget. Mr. Hinchey discussed the Schools' Capital Budget and the Finance Committee's role in this Budget. Mr. Hinchey suggested that the Schools use debt drop off as the Town has done with their budget; he also suggested a careful analysis of their Capital Budget was warranted. The Schools request is between 30 and 40 million dollars. Mr. Hinchey said that there was an amendment to the DY Regional Agreement that now makes Grades 4-12 regional, thus making Mattacheese and the Wixon Schools regional. Dennis and Yarmouth are both now challenged to come up with a cost effective plan for the renovation of these two schools, Mr. Hinchey said.

Mr. Goldstein questioned the relationship of salaries and inflation and the Budget. Decisions made by the Personnel Board up until now will be reflected in the Budget, Mr. Hinchey said.

We need \$1.5 M every year for the Capital Budget, and that has been moved into the levy. The School Budget had caused the Town's Capital Budget to change in past years. This year Yarmouth certified 3.1 M in Surplus Capital. In addition to the \$1.5 M in Capital Funding from the levy, there is a \$500,000 backlog. There will be a Warrant Article to consult on where the Dispatch is going to be. Wastewater is estimated to be \$400M worth of expenditure over a period of years. Mr. Hinchey's goal is to fund it without increasing the tax rate. Mr. Hinchey said that a wastewater system should be implemented over 40 to 50 years, and alternative fee revenues sources should be generated, such as a real estate sales tax and usage fees. Regionalization would also be a cost reduction alternative. Mr. Hinchey discussed Yarmouth's

role as a host for septic and wastewater. Mr. Hinchey discussed the Buck Island facility and the Bass River Golf Course as possible facilities. Treatment of the effluent will be a challenge he said. There was a discussion of the treatment of storm water. Mr. Moylan asked what a realistic time table for waste water would be, and Mr. Hinchey said that a concept plan had to be done by June of next year. It will take about three years to begin building the facility. It will be at least 5 years before pipes are laid on Rt. 28.

Mr. Goldstein asked if the Finance Committee could change a budget. Mr. Hinchey explained that the Finance Committee could recommend a different expenditure with an amendment to the Warrant. Alternatively, the Finance Committee could recommend a change at the Budget Hearing with the Board of Selectmen, and if the change were agreed upon, it could be put in the Warrant before its printing.

ADJOURN:

MOTION: to adjourn at 7:45.

Motion by: Mr. Moylan

Seconded By: Mr. Mudie

Vote: 6-0-0

Respectfully submitted,



Grace E. Buckler
Recording Secretary
Yarmouth Finance Committee