

Budget Task Force
Selectmen Meeting Minutes
January 5, 2015 - 8:00am
Truro Town Hall

Selectmen Present: Jay Coburn, Maureen Burgess and Bob Weinstein.

Finance Committee Present: Bob Panessiti, Lori Meads and Roberta Lema

Staff/Others: Rae Ann Palmer, Trudi Brazil, Charleen Greenhalgh, David Wennerberg and Cindy Slade

The meeting called to order by Mr. Coburn for the Board of Selectmen and Mr. Panessiti for the Finance Committee at 8:08am.

Clerk/Treasurer/Collector – Cindy Slade

Wages have remained the same except for reduction in an OA4 position which has never been infilled with a current OA3 position. Ms. Slade reviewed this budget. A 5% reduction would have to come out of staff support. This is a three person department, which covers three departments – Town Clerk, Town Treasurer and Town Collector.

Elections & Registrars – Cindy Slade

Presidential primary in March 2016 and the Town Election in May 2016. Other budget items are mandated.

Postage – Cindy Slade

Overall budget is up slightly.

Debt Services – Long Term and Short Term Cindy Slade

Ms. Slade expressed that that town (Selectmen) needs to decide how the town wants to handle the debt service for the Fire Engine and the South Jetty reconstruction. Ms. Slade would like to have both these items together for the term of the note; a Municipal Purpose Loans (current interest is 0.50 %.) Mr. Panessiti spoke to the possibility of the new DPW facility and whether there should be discussion now on the bonding for this. Ms. Palmer spoke to this. At this point the town may be looking to build from scratch. A conceptual design would be needed before construction can begin. Mr. Coburn spoke to a more aggressive effort to obtaining the current DOT location, either own or long term lease from the state. Mr. Panessiti wants to be sure that the town is looking to the future for this expense in what may be a higher rate horizon. The long term debt on the three land bank related properties comes out of CPC funds. Long term interest is off the debt schedules. A portion of short term debt is “just-in-case” for short term items such as Chapter 90 monies.

Employee Benefits – Trudi Brazil

On unemployment the town pays actual cost rather than assessments. It is not cost effective at this point to move back to assessments, based on investigations by town staff.

Group Health Insurance – Cindy Slade

There are currently 144 enrollees, of which 45 are Medicare enrollees (those over 65). A 10% increase is estimated in; however this number may change as the rates will be set by January 28th.

Group Life – Cindy Slade

This will be reduced down to reflect one fire/rescue person so the overall budget will reduce slightly.

FICA/Medicare – Cindy Slade

This number will be adjusted as it is based on payroll based on FY16 salaries, which are yet to be determined.

Municipal Liability Insurance – Trudi Brazil

There are four areas of insurance. The amount has been level funded. Ms. Lima asked if this could be bid out. The answer is yes; however this is an 18-month process. MIIA is the current company used; however if we leave, we will not get back in. Municipal insurance is not done by everyone, it is a limited pool. MIIA provides a variety of other services and benefits.

IT – David Wennerberg

Mr. Wennerberg reviewed the budget. It is pretty much unchanged, excepted for an increase of 1/2-day for the Barnstable County IT services. There is a decrease in Capital Outlay as a result of the purchase this current year of new computers. The salary line has decreased slightly for overtime with the anticipation that the Barnstable County services will take over some “helpdesk” tasks. CapeNet is currently live, which will allow for more communication between buildings and departments, new phone systems with voiceover internet is available. Mr. Wennerberg explained that he is looking to use the same phone system as Barnstable County through the CapeNet system. Phone systems at the Library and Police are currently okay, the new systems would be at Town Hall and the Community Center. There is currently money available for these two buildings. There is also a state of the art service center, which would allow Truro to house information there. Eventually all services could be housed at Barnstable County. The current email system is antiquated; the Barnstable County enterprise system would be a benefit to Truro not only for email, but for other services including Office 365. There has been a discussion that regulatory boards should have town emails rather than using personal emails. Public records laws play a role in needing to get these people onto Town emails. There is an overall reduction in the budget of approximately \$12,000.

5% reduction would be either the salary line or purchase of services (Barnstable County IT). The overtime amount would almost cover the 5%. Ms. Meads expressed that this is a difficult service (and number) to calculate when overtime will be needed. If a computer system goes down, it needs to be addressed. Mr. Wennerberg would not want to see the Barnstable County assistance reduced because of the services and expertise they offer. Regionalization of services would be good, perhaps the Police/Fire software is an example as Provincetown and Wellfleet use the same software.

The Selectmen’s quorum was lost at 9:10am with the departure of Mr. Weinstein.

Moderator Budget – No comments

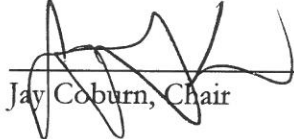
Selectmen Budget – The major changes are the reduction in consulting; however, there is an increase in the Chamber of Commerce. This is an increase from \$15,000 to \$23,600; eventually they will be seeking a percentage of the rooms tax, similar to other communities. Ms. Lima is concerned with the limited promotion that exists in the current booklet; it is more for accommodations rather than for businesses. Mr. Coburn wants to see a plan of how the monies are to be used. If the publication is only going to be published every 2 years, then the information needs to be 2-years’

worth of information. The Selectmen will report back later on how this will be dealt with, as far as the Chamber request.

Mr. Panessiti adjourned the Finance Committee portion of the meeting at 9:38am

Respectfully submitted, Charleen Greenhalgh, Assistant Town Administrator/Planner.

Board of Selectmen

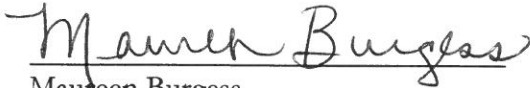

Jay Coburn, Chair


Absent

Paul Wisotzky, Vice-Chair

Absent

Jan Worthington, Clerk


Maureen Burgess


Robert Weinstein