

**Budget Task Force Meeting
Monday February 5, 2018
Town Hall Selectmen's Chamber**

Finance Committee Members Present: Chair Bob Panessiti; Richard Wood, Roberta Lema

Board of Selectmen Member Present: Robert Weinstein

Present: Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Sullivan-Clark; Town Accountant Trudi Brazil; DPW Director Jarrod Cabral; DPW member Mike Kaelberer; IT Director David Wennerberg

Robert Weinstein explained the Budget Task Force, and Finance Chair Bob Panessiti convened meeting at 8:05 a.m.

DEPARTMENT OF PUBLIC WORKS

DPW Director Jarrod Cabral presented the draft budget with increases in the DPW departments. The Public Works Department had increases in energy costs to cover the first year with Altus Power, salaries, portable bathrooms, and signage. Town Accountant Trudi Brazil and Town Manager Rae Ann Palmer explained the way the energy credits work. Public Building Maintenance had a slight increase with electricity and door replacements at the Community Center. Salaries and wages had a small increase, Mr. Cabral said. Otherwise most of the budget remained about the same. The Transfer Station had increases in electricity, Department of Environmental Protection (DEP) required monitoring, solid waste contractual agreements, solid waste bins, and single stream costs per ton. The Task Force discussed ways of presenting more information to the public on Transfer Station practices. Snow Removal and Street Light Budgets are level funded, Jarrod Cabral said.

DPW Director Cabral discussed the road plans, included in the Capital Budget. These will need Chapter 90 support. He said everything in building maintenance is accounted for in the Capital Plan. Shrinking the vehicle fleet has taken place already, but he would like to keep routine maintenance of the vehicles in place. Trudi Brazil explained the state source of Chapter 90 Funds. Rae Ann Palmer commented on upkeeping the roads. Jarrod Cabral explained the testing needed at the Swap Shop site, and Rae Ann Palmer discussed the deteriorated conditions of the Swap Shop. She explained DEP concerns and regulations for the Transfer Station.

INFORMATION TECHNOLOGY

IT Director David Wennerberg came forward to present the draft Information Technology Budget. He discussed the goals of keeping the infrastructure flexible, technology up to date and low maintenance. He presented a large increase over FY18 with upgrades to Microsoft Office 365; people GIS forms, map software, training and set up; the new license plate tracker system, Wi-Fi upgrades of switches, and new iPads for the Select Board. The increases are offset by the decrease in Barnstable IT services. He explained how the GIS software would improve permitting. GIS Maps on line will replace the Assessors' maps on line and provide more information. Rae Ann Palmer said the software is also time saving and more efficient for the Town. Bob Panessiti asked the Town Manager and Accountant about leveling service funds next

year. The Task Force discussed the advantages of the tracker system for beach permits, the transfer station, and other department functions. Rae Ann Palmer mentioned the support program that comes with each new software program.

FINANCE & ADMINISTRATION

The Finance and Administration Budgets and any other budgets that need to be presented will be done at another session next week.

ADJOURNMENT

Robert Weinstein adjourned the Budget Task Force meeting.

Richard Wood moved to adjourn the Finance Committee meeting. Roberta Lema seconded, and the motion carried 3-0.

The meeting was adjourned at 9:25 a.m.

Respectfully submitted,

Mary Rogers,
Secretary



Robert Panesitti, Chair



Richard Wood, Vice-Chair

Lori Meads

Dennis Clark

Roberta Lema