

**Truro Budget Task Force-~~AMENDED~~**  
**Friday, February 7, 2020**  
**Truro Town Hall Select Board Chambers**

**Board of Selectmen Members Present:** Chair Janet Worthington; Robert Weinstein, Kristen Reed

**Present:** Town Manager Rae Ann Palmer; Assistant Town Manager Kelly Clark; Town Accountant Trudi Brazil; IT Director David Wennerberg; Library Director Tricia Ford; Library Board of Trustee Martha McGann; Superintendent of Schools Michael Gradone; School Committee Chair Chris Roderick; Director of Student Services Stephanie Costigan

Select Board Chair Janet Worthington opened the meeting at 2:00 p.m.

**Fiscal Year 2021 Information Technology Budget**

IT Director David Wennerberg presented the Information Technology Budget for Fiscal Year 2021. It has an 18% increase over last year's budget. The consulting services line had increased because Barnstable IT services will give more time this year. The annual computer replacement is in the proposed budget driving the large increase because the previous year computer purchase was funded through a free cash appropriation at Town Meeting and is not in the operating budget. Salary and wages had gone up for cost of living. Overtime had increased because of a discrepancy in estimates Mr. Wennerberg had made last year. Purchase of service had a 9% increase because of the Barnstable County IT consultants, who help with big projects. Truro has access to the entire Barnstable staff, providing back up for Mr. Wennerberg. Supplies had gone up. Much of this is for ink jet cartridges. The unclassified line went down after eliminating a Dropbox account. Two more accounts will be dropped this year. In Capital outlay, there are provisions for 15 replacement computers per year. Monitors and computer switches, which are at the end of their licensing, will be replaced also. Mr. Wennerberg will be replacing firewall systems by establishing one system at the Public Safety Facility. The switches and firewall will provide more security, and there will be a cost saving with the new company. Ms. Palmer reviewed the Information Technology increases with the Budget Task Force members. Mr. Wennerberg said the proposed upgrades are intended to afford future savings.

**Fiscal Year 2021 Library Budget**

Library Director Tricia Ford provided an updated FY21 Library Budget. She and Martha McGann from the Library Board of Trustees requested approval of the Library Budget, which has an overall increase. She explained the increase in the salary line for longevity and vacation buy-backs. Ms. Ford noted telephones had been taken out of Services, but Internet and the website lines had increased. The database line was based on last year's request, she said. Newsletter printing and the UPS lines were level funded. Supplies and materials had increased. Libraries are required to spend a mandated percent on materials to maintain their certification. The line for propane had increased, she said. CLAMS fees in the unclassified section had increased. Movie licenses and mileage were level funded. Ms. Ford said she would like to add

to the museum passes. She asked for the professional development request to be restored because the staff needs to keep up with technology. Postage is level funded. The Library capital request for a hydration station is higher than she had anticipated. Ms. Palmer recommended a Capital Stabilization Fund transfer if the Board chose to include the proposed hydration station. She said it did not belong in the operating budget. The Town would follow a procurement process for the hydration installation. The last request, Tricia Ford said, was replacement of the damaged Cape Cod section of shelves. She did not know if shelves built by a local crafts person would be a cost savings. The other shelves are all matching in style, she said. She has made other shelf replacements. Ms. Ford explained the privacy issues behind the request for acoustical work in the office and around the circulation desk. The Library Director said this is a request that could wait, but she would like to keep it in the queue. Ms. Palmer said the acoustic work and reconfiguring Library space were both in the capital requests. Ms. Ford and Task Force members discussed reconfiguration ideas. Ms. McGann said the Trustees have studied possibilities for the Director's office with a consultant, but there is no perfect solution. Ms. Palmer will ask the DPW Director about moving thermostats out of the Director's office.

### **Fiscal Year 2021 School Budget**

The updated worksheets for the Fiscal Year 2021 School Budget were distributed, and Superintendent of Schools Michael Gradone, School Committee Chair Chris Roderick and Director of Student Services Stephanie Costigan came forward to discuss the 2.33% increase. Dr. Gradone said the conversion of the heating system had been in last year's operating budget. He considers this year's request an unremarkable budget that continues much the same. There is a new staff person for the after-school program, he said. An enrollment of 114 represents an increase in students. Nauset enrollment is down. Dr. Gradone discussed the enrollment fees for Truro students who go to Nauset Regional Middle and High Schools. There is a five-year contract holding tuition costs to 2 ½% until the fifth year. He gave costs for sending Truro students to Nauset Middle School and High School, and he gave the total costs for the Truro Elementary School enrollment. He expects enrollment at Truro Elementary School to stay above 100. There are five students in sixth grade. Some sixth graders go to the Nauset Middle School and some go to Provincetown. The Elementary School will return to discuss programs to attract the students to stay in Truro. They redesign their special offerings and approaches every year to orient sixth graders for the transition to middle school and high school. Dr. Gradone said enrollment at all Cape schools has been trending down except for Nantucket, which makes housing available for families with children. He discussed state help for rural communities and small cities, school choice and Special Ed reimbursements. In Truro there is a close balance in choice. Twenty-three students stay here, and twenty-seven students go elsewhere, mainly to Provincetown.

All the School budget material is public record, but Janet Worthington suggested preparing a pamphlet or information sheet to explain the cost implications of students going to Nauset. Ms. Palmer pointed out that 211 is total student enrollment when those going to Nauset are included.

The School Capital Budget included the surfacing of the playground area. Ms. Palmer asked about costs for soft surfacing portions of the playground. Dr. Gradone explained increases in other lines. Their goal is to post policies and paper documents online for quicker access. The School Committee had asked for reconsideration of salary for substitutes in order to fill vacancies when they occur. The custodial line was up 7% in an effort to keep the staff they have now. In Operations, propane expense has increased, explained by a transition from oil to gas. Ms. Costigan explained contracted services lines for psychological services at the elementary level. The budget was basically level funded. The Task Force recommended that the Superintendent prepare an information worksheet for the general public to help them understand School costs and enrollment.

### **Cape Cod Tech Budget**

Town Accountant Trudi Brazil reviewed the budget for Cape Cod Tech. She said there was a decrease in enrollment. She did not have the number of students, but it is small. There is a reduction of tuition costs. However, Truro shares the assessment for the reconstruction of the building.

### **Scheduling Suggestions**

Ms. Palmer suggested scheduling a work session on February 18 or 19, 2020. The Select Board members recommended holding a 10 a.m. meeting.

### **Adjournment**

Robert Weinstein moved to adjourn. The motion carried 3-0.  
The meeting was adjourned at 3:41 p.m.


Respectfully submitted,

Mary Rogers, Secretary

  
Janet Worthington, Chair

  
Susan Areson

  
Kristen Reed, Clerk

  
Robert Weinstein, Vice-chair

**Public Records Material of 2/6/2020**

Draft FY21 Budget worksheets