



Truro Board of Selectmen Meeting Agenda

Tuesday, March 8, 2016

Regular Board of Selectmen Meeting - 5:00pm

Selectmen's Chambers Town Hall 24 Town Hall Road, Truro

1. PUBLIC COMMENT

- A. Open the Regular Meeting
- B. Public Comment Period - *The Commonwealth's Open Meeting Law limits any discussion by members of the Board of an issue raised to whether that issue should be placed on a future agenda*

2. PUBLIC HEARINGS NONE

3. BOARD/COMMITTEE/COMMISSION APPOINTMENTS NONE

4. TABLED ITEMS NONE

5. BOARD OF SELECTMEN ACTION

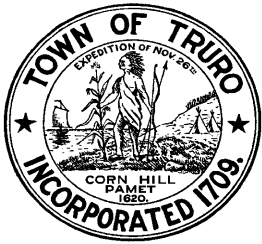
- A. Presentation of Fiscal Year 2017 Budget to the Board of Selectmen
Presenter: Rae Ann Palmer, Town Administrator
- B. Presentation of Preliminary List of Articles for 2016 ATM Warrant
Presenter: Rae Ann Palmer, Town Administrator
- C. Presentation of Truro Police Department Annual Report and Emergency Management Annual Report
Presenter: Kyle Takakjian, Chief of Police
- D. Outer Cape Selectman's Working Group on Addiction
Presenter: Paul Wisotzky, Chairman

6. CONSENT AGENDA

- A. Review/Approve and Authorize the Chair to sign:
 1. Cooperative Agreement with Barnstable County for the Dredging Pamet Harbor
 2. Amendment to the Net Metering Credit Purchase and Sale Agreement with SunEdison Origination1, LLC
- B. Review and Approve the 2016 Rental Registration Fee
- C. Review and Approve Meeting Minutes: February 16, 2016 (Regular), February 23, 2016 Work Session, Budget Task Force Meeting Minutes for February 1st and February 22nd, 2016.

7. SELECTMEN AND LIAISON AND TOWN ADMINISTRATOR REPORTS

8. NEXT MEETING AGENDA: TUESDAY, March 15 (Work session) and March 22nd (Regular)



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: March 8, 2016

ITEM: Presentation of the Proposed FY 2017 Municipal Operating Budget

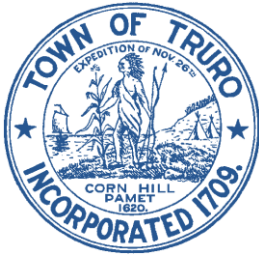
EXPLANATION: The Proposed Municipal Operating Budget for FY 2017 is attached for review and discussion. At the February 23, 2016 Work Session, you requested that this item be placed on the agenda for continued discussion of the following budgets:

- Selectmen – proposed stipend increase for board members. Attached is a recent survey of selectmen pay and benefits for Cape towns;
- Legal Counsel – request for funding of Zoning Bylaw review;
- Police – We have not completed a review of the increase, I would request deferring this discussion until the Interim ATA/Town Accountant returns;
- Recreation – request for part time administrative position;
- DPW Changes – Transfer Station:
Close Transfer Station on Wednesday and Thursday for the time period November 1 through April 30. Close Transfer Station on the following holidays: Martin Luther King Day, President’s Day, and Patriot’s Day, Columbus Day, Veteran’s Day, Friday after Thanksgiving, Christmas Eve – ½ day and New Year’s Eve – ½ day. Staffing changes – eliminate vacant Transfer Station Attendant. Add two part time positions of 19 hours each for May 1 through October 31. **Total savings = \$38,635 in payroll costs and an estimated \$30,000 in benefit costs.**
Building Maintenance:
Add a part time Assistant Custodian with a night and weekend schedule to cover meetings and special events. Reduce funds for outside weekend cleaning crew during the summer months. **Total increase is \$20,835.**

SUGGESTED ACTION: Motion to

ATTACHMENTS:

1. Transmittal Letter dated February 23, 2016
2. FY 2017 Proposed Municipal Operating Budget
3. Survey of Selectmen Benefits



TOWN OF TRURO

Office of the Town Administrator

Memorandum

REVISED

To: Board of Selectmen

From: Rae Ann Palmer, Town Administrator

Date: February 23, 2016

Re: 2017 Proposed Budget

Attached for your review and consideration is the 2017 Fiscal Year General Fund Budget. This budget includes my funding recommendations for all Town departments and the budget as requested by Truro Public Schools. The Total budget is \$18,377,503 which represents an increase of \$176,777 or .971% over the 2016 revised budget of \$18,200,725. The 2017 budget number does not include proposed exclusions or transfers in. With my recommended exclusion and transfer in from stabilization, the increase is \$346,777 or 1.91%.

In response to your Town Services goal “The Town of Truro will provide efficient and effective municipal services that meet the needs of year-round residents, part-time residents and visitors”, you charged me with conducting a comprehensive review of the staffing structure of the Town and to propose changes to further this goal. The budget that I am transmitting to you includes recommendations that I believe support this goal and objective. They are as follows:

- Funding for a full time Assistant Town Administrator;
- Funding for 30 hours per week for a Town Planner to staff the Planning Board and the Zoning Board of Appeals;
- Increase in the hours of the part time clerk in the Assessor’s Office to full time;
- Elimination of the vacant Assistant Transfer Station Attendant to be replaced by two part time seasonal employees who will work from 5/1 through 10/31;
- Recommendation to close the Transfer Station on select holidays off season; Martin Luther King Day, President’s Day, Patriot’s Day, ½ day before New Year’s, Columbus Day, Veterans Day, Friday after Thanksgiving, and ½ day before Christmas;
- Recommendation to close the Transfer Station two days per week from November 1 through April 30;
- Implementation of single stream recycling and a reduction in the amount of solid waste tonnage anticipated to result from increased recycling;
- The addition of a part time office assistant in Recreation for 19 hours per week for 22 weeks and 15 hours per week for 30 weeks.

I have reduced the operating capital budget from the \$1,022,000 in requests to a level funded budget of \$349,000. I am also recommending that we use a current year free cash transfer to implement a Stabilization fund for the future replacement of the radio system. The original capital request was \$195,000; I would recommend a minimum transfer of \$125,000.

I am recommending that we request a Capital Exclusion of \$120,000 at Town Meeting for the one time repair of the pipe at the bay side of the East Harbor culvert.

I look forward to further discussion with you at the work session scheduled for February 23rd. I would like to acknowledge the efforts of the Department Heads in preparing their budgets and in providing thoughtful analysis of their operations. Huge thanks to Interim Assistant Town Administrator/Town Accountant Trudi Brazil in preparing this budget!

FY 2017 Budget Request Summary Sheet

ACCOUNT DESCRIPTION	FY 2016 Appropriation	FY 2016 Budget	Revised FY 2017 Request	Difference from Revised
0114 MODERATOR	300.00	300.00	295.00	(5.00)
0122 BOARD OF SELECTMEN	106,200.00	106,200.00	116,200.00	10,000.00
0129 TOWN ADMINISTRATOR	434,299.09	439,012.09	506,049.00	67,036.91
0131 FINANCE AND ADVISORY COMM	1,000.00	1,000.00	1,000.00	0.00
0132 RESERVE FUND	100,000.00	100,000.00	100,000.00	0.00
0133 OPERATING CAPITAL ACCOUNT	349,000.00	349,000.00	349,000.00	0.00
0135 TOWN ACCOUNTANT	161,372.00	161,651.00	168,343.00	6,692.00
0141 BOARD OF ASSESSORS	182,577.07	198,356.37	212,822.11	14,465.74
0145 TOWN CLERK/TREAS/COLL	235,296.00	239,918.59	247,459.00	7,540.41
0151 TOWN COUNSEL	177,000.00	177,000.00	190,000.00	13,000.00
0152 VACATION/SICK LEAVE CONTI	15,000.00	15,000.00	15,000.00	0.00
0153 PENDING SAL/WAGE ADJUSTME	73,100.00	77,130.04	71,200.00	(5,930.04)
0154 COLA	103,520.00	15,980.32	23,651.00	7,670.68
0155 IT (COMPUTER OPERATIONS)	252,779.76	253,177.76	282,725.00	29,547.24
0162 ELEC AND BOARD OF REGISTR	8,486.00	8,640.00	10,859.00	2,219.00
0168 CABLE TV ADVISORY COMMITT	63,050.00	63,050.00	63,050.00	0.00
0170 OPEN SPACE	100.00	100.00	0.00	(100.00)
0171 CONSERVATION COMMISSION	6,001.77	6,015.77	8,027.29	2,011.52
0175 PLANNING BOARD	4,172.00	4,234.00	3,846.20	(387.80)
0176 ZONING BOARD OF APPEALS	4,905.00	4,992.00	5,217.00	225.00
0179 AGRICULTURAL COMMISSION	500.00	500.00	0.00	(500.00)
0192 TOWN HALL OPERATING ACCOU	95,850.00	95,850.00	99,400.00	3,550.00
0194 TOWN BUILDING COMMITTEE	200.00	200.00	0.00	(200.00)
0195 ATR/ATM	9,000.00	9,000.00	9,000.00	0.00
0196 TOWN ENERGY COMMITTEE	1,000.00	1,000.00	1,000.00	0.00
0199 MUNICIPAL POSTAGE	11,695.00	11,695.00	11,861.00	166.00
0210 POLICE DEPARTMENT	1,857,099.26	1,900,099.26	1,967,359.06	67,259.80
0219 PARKING MAGISTRATE	5,865.00	5,962.00	5,962.00	0.00
0220 FIRE DEPARTMENT	707,725.24	834,244.24	835,548.00	1,303.76
0231 LC AMBULANCE ASSOC	347,484.00	347,484.00	355,817.00	8,333.00
0232 CAPE AND ISLANDS EMS SYST	1,750.00	1,750.00	1,700.00	(50.00)
0241 BUILDING DEPARTMENT	209,335.35	211,395.42	192,587.55	(18,807.87)
0291 TRURO EMERGENCY MGMT AGEN	20,750.00	20,750.00	18,750.00	(2,000.00)
0292 ANIMAL CONTROL OFFICER	32,176.00	32,696.00	35,956.00	3,260.00
0298 OIL SPILL COORDINATOR	600.00	600.00	0.00	(600.00)
0299 SHELLFISH WARDEN	6,300.00	6,300.00	Combined 0661	(6,300.00)
0300 PUBLIC SCHOOLS: TCS, PK, Tuition, Transportation	5,253,647.00	5,378,647.00	5,370,362.00	(8,285.00)
0316 CCRTHS ASSESSMENT & COMM EXP	37,409.00	37,409.00	19,301.00	(18,108.00)
0400 DEPARTMENT OF PUBLIC WORKS	638,946.59	753,602.11	649,510.44	(104,091.67)
0423 SNOW REMOVAL	25,000.00	25,000.00	25,000.00	0.00
0424 MUNICIPAL STREET LIGHTING	3,675.00	3,675.00	2,700.00	(975.00)
0430 TRANSFER STATION/DISPOSAL	454,856.84	458,726.48	379,229.42	(79,497.06)
0470 PUBLIC BUILDING MAINTENAN	459,024.28	462,875.80	494,589.60	31,713.80
0491 TOWN CEMETERIES	26,300.00	26,300.00	26,300.00	0.00

FY 2017 Budget Request Summary Sheet

ACCOUNT DESCRIPTION	FY 2016 Appropriation	FY 2016 Budget	Revised FY 2017 Request	Difference from Revised	
0492 SOLDIERS AND SAILORS LOTS	2,600.00	2,600.00	2,500.00	(100.00)	
0499 CAPE COD GREENHEAD FLY CO	1,000.00	1,000.00	1,000.00	0.00	
0510 HUMAN SERVICE COMMITTEE	38,350.00	38,350.00	41,300.00	2,950.00	
0511 BOARD OF HEALTH	139,973.46	167,486.46	181,484.84	13,998.38	
0512 WATER RES OVERSIGHT COMMI	5,500.00	5,500.00	4,090.00	(1,410.00)	
0515 RECYCLING COMMITTEE	1,200.00	1,200.00	0.00	(1,200.00)	
0541 COUNCIL ON AGING	278,562.33	280,212.33	287,001.43	6,789.10	
0543 VETERAN'S SERVICES	29,694.63	29,694.63	30,214.36	519.73	
0545 DISABILITIES COMMITTEE	200.00	200.00	200.00	0.00	
0610 TRURO PUBLIC LIBRARY	360,155.00	364,608.00	388,549.00	23,941.00	
0630 RECREATION COMMISSION	250,129.96	253,526.96	272,406.00	18,879.04	
0635 BIKE & WALKWAYS COMMITTEE	2,000.00	2,000.00	2,000.00	0.00	
0640 BEACH COMMISSION	234,588.80	238,300.80	237,889.00	(411.80)	
0660 PAMET HARBOR COMMISSION	102,775.00	102,780.00	102,775.00	(5.00)	
0661 PAMET HARBOR OPERATIONS	123,235.38	125,233.38	127,385.68	2,152.30	
0691 HISTORICAL COMMISSION	200.00	200.00	200.00	0.00	
0692 TRURO HISTORIC REVIEW BOA	125.00	125.00	125.00	0.00	
0710 PRINCIPAL DEBT REDUCTION	845,400.00	845,400.00	845,400.00	0.00	
0751 LONG TERM INTEREST/SERVIC	192,545.00	192,545.00	163,495.00	(29,050.00)	
0752 SHORT TERM DEBT INT/SERVI	12,576.44	12,576.44	12,595.73	19.29	
0911 COUNTY RETIREMENT ASSESSM	966,993.00	966,993.00	1,010,232.00	43,239.00	
0912 WORKERS COMPENSATION	46,000.00	46,000.00	49,000.00	3,000.00	
0913 UNEMPLOYMENT INSURANCE	92,000.00	92,000.00	92,000.00	0.00	
0914 GROUP HEALTH INS TOWN SHA	1,263,608.00	1,263,608.00	1,317,117.00	53,509.00	
0915 GROUP LIFE INS TOWN SHARE	2,066.00	2,066.00	2,051.00	(15.00)	
0916 FICA MEDICARE	105,000.00	105,000.00	117,000.00	12,000.00	
0945 MUNICIPAL LIABILITY INSUR	215,000.00	215,000.00	212,815.00	(2,185.00)	
Grand Total	17,795,825.25	18,200,725.25	18,377,502.71	176,777.46	0.97%
Capital Exclusions	203,000.00		120,000.00		
Stab Fund Transfer into GF Budget (Benefit Buy-outs)	50,000.00		50,000.00		
November STM Free Cash Transfers	151,900.00		0.00		
	18,200,725.25	0.00	18,547,502.71	346,777.46	1.91%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
<u>GOVERNMENT</u>						
010114	MODERATOR					
5100	Salary	150.00	0.00	150.00	0.00	0.00
5700	Other Charges	150.00	20.00	145.00	(5.00)	(0.03)
	Total	300.00	20.00	295.00	(5.00)	-1.67%
010122	SELECTMEN					
5100	Salaries & Wages	15,000.00	7,499.70	25,000.00	10,000.00	0.67
5200	Purchase of Services	15,000.00	1,560.76	15,000.00	0.00	0.00
5220	Chamber Booklet Assistance	23,600.00	23,600.00	23,600.00	0.00	0.00
5300	Audit & Audit Services	39,000.00	10,000.00	39,000.00	0.00	0.00
5700	Other Charges	13,600.00	1,954.31	13,600.00	0.00	0.00
581050	Eminent Domain Set Aside					
	Total	106,200.00	44,614.77	116,200.00	10,000.00	0.09
010129	TOWN ADMINISTRATOR					
5100	Salaries & Wages	408,392.09	194,011.27	475,769.00	67,376.91	0.16
5200	Purchase of Services	12,580.00	7,593.11	12,580.00	0.00	0.00
5400	Supplies	5,000.00	1,782.00	5,000.00	0.00	0.00
5700	Other Charges	11,290.00	5,450.40	10,950.00	(340.00)	(0.03)
5720	Out-of-State Travel	1,750.00		1,750.00	0.00	0.00
	Total	439,012.09	208,836.78	506,049.00	67,036.91	15.27%
010131	FINANCE COMMITTEE					
5200	Purchase of Services	100.00		100.00	0.00	0.00
5700	Other Charges	900.00		900.00	0.00	0.00
	Total	1,000.00	0.00	1,000.00	0.00	

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT		2016	2016	2017		
#	ACCOUNT TITLE	Revised Appropriation	Expended to date: (12.30.2015)	Request	Y-o-Y \$	Y-o-Y %
010132	RESERVE FUND					
	5600 Intergovernmental Transfers	100,000.00		100,000.00	0.00	0.00
	TOTAL	100,000.00	0.00	100,000.00	0.00	
010133	OPERATING CAPITAL ACCOUNT					
	5800 DPW			12,000.00		
				37,000.00		
				0.00	\$15K Deferred	
				10,000.00		
				15,000.00		
				44,000.00		
				30,000.00		
				0.00	\$120K Capital Exclusion	
	Police Department			31,500.00		
				37,000.00		
				0.00	Estab Cap Stab Fund \$110K	
				20,000.00		
	Fire/Rescue/EMS			0.00	Estab Cap Stab Fund \$85K	
				0.00	\$250K Borrowing Authorization	
	Animal Control			0.00	\$37K Deferred	
	Beach & Recreation			0.00	*\$20K if use vehicle available	
				20,000.00		
				10,000.00		
	Truro Central School			17,500.00		
				25,000.00		
				40,000.00		
	Truro Public Library			0.00	\$15K TPL Bond XS	
	TOTAL	349,000.00		349,000.00	0.00	0.00%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT		2016	2016	2017		
#	ACCOUNT TITLE	Revised Appropriation	Expended to date: (12.30.2015)	Request	Y-o-Y \$	Y-o-Y %
010135	TOWN ACCOUNTANT					
5100	Salaries & Wages	153,963.00		160,989.00	7,026.00	0.05
5200	Purchase of Services	2,590.00		2,590.00	0.00	0.00
5400	Supplies	775.00		900.00	125.00	0.16
5700	Other Charges	4,323.00		3,864.00	(459.00)	(0.11)
	Total	161,651.00	0.00	168,343.00	6,692.00	4.14%
010141	BOARD OF ASSESSORS					
5100	Salaries & Wages	159,771.37	72,545.95	177,457.11	17,685.74	0.11
5200	Purchase of Services	800.00	256.14	750.00	(50.00)	(0.06)
5200	Outstanding Invoices (STM)	14,800.00	14,800.00	0.00	(14,800.00)	
5300	Revaluation Expenses	18,600.00	18,600.00	30,000.00	11,400.00	0.61
5400	Supplies	1,000.00	533.50	1,000.00	0.00	0.00
5700	Other Charges	3,385.00	931.53	3,615.00	230.00	0.07
5800.	Capital Purchases					
	Total	198,356.37	107,667.12	212,822.11	14,465.74	0.07
010145	TOWN CLERK/TREASURER/COLLECTOR					
5100	Salaries & Wages	202,393.59	102,411.78	208,684.00	6,290.41	0.03
5200	Purchase of Services	31,900.00	6,837.56	33,150.00	1,250.00	0.04
5400	Supplies	2,200.00	260.28	2,200.00	0.00	0.00
5700	Other Charges	3,425.00	438.00	3,425.00	0.00	0.00
	Total	239,918.59	109,947.62	247,459.00	7,540.41	0.03
010151	TOWN COUNSEL					
5200	Purchase of Services	177,000.00	70,185.69	190,000.00	13,000.00	0.07
	Total	177,000.00	70,185.69	190,000.00	13,000.00	7.34%
010152	VACATION/SICK LEAVE CONTIN.					
5100	Salaries & Wages	15,000.00	15,000.00	15,000.00	0.00	0.00
	Total	15,000.00	15,000.00	15,000.00	0.00	0.00%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010153	RESERVE FOR ADMIN/STAFF CHANGES / CONTRACT SETTLEMENT					
5100	Reserved for Transfer	77,130.04	45,696.96	71,200.00	(5,930.04)	(0.07)
	Total	77,130.04	45,696.96	71,200.00	(5,930.04)	(0.07)
010154	COLA UNDISTRIBUTED					
5700	Reserved for Transfer	15,980.32	87,539.68	23,651.00	7,670.68	0.14
	TOTAL	15,980.32	87,539.68	23,651.00	7,670.68	0.14
010155	INFORMATION TECHNOLOGY (FORMERLY COMPUTER OPERATIONS)					
5100	Salaries & Wages & OT	76,929.86	40,631.05	78,278.40	1,348.54	0.02
5200	Purchase of Services	166,002.90	87,550.69	186,516.60	20,513.70	0.12
5400	Supplies	4,340.00	2,141.17	3,115.00	(1,225.00)	(0.28)
5700	Other Charges	1,705.00	1,062.10	455.00	(1,250.00)	(0.73)
5800	Capital Outlay	4,200.00	631.30	14,360.00	10,160.00	2.42
	Total	253,177.76	132,016.31	282,725.00	29,547.24	11.67%
010162	ELECTIONS AND BOARD OF REGISTRARS					
5100	Salaries & Wages	5,554.00	41.68	7,773.00	2,219.00	0.28
5200	Purchase of Services	2,736.00		2,736.00	0.00	0.00
5400	Supplies	350.00		350.00	0.00	0.00
	Total	8,640.00	41.68	10,859.00	2,219.00	0.26
010168	CABLE TV ADVISORY COMMITTEE					
5200	Purchase of Services	27,800.00	0.00	27,800.00	0.00	0.00
5700	Other Charges	35,250.00	0.00	35,250.00	0.00	0.00
5800	Capital Purchases	0.00	0.00	0.00	0.00	0.00
	Total	63,050.00	0.00	63,050.00	0.00	0.00%
010170	OPEN SPACE COMMITTEE					
5200	Purchase of Services	100.00			(100.00)	(1.00)
	Total	100.00	0.00	0.00	(100.00)	

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT		2016	2016	2017		
#	ACCOUNT TITLE	Revised Appropriation	Expended to date: (12.30.2015)	Request	Y-o-Y \$	Y-o-Y %
010171	CONSERVATION COMMISSION					
5100	Salaries & Wages	2,765.77	633.92	2,810.29	44.52	0.01
5200	Purchase of Services	1,400.00	147.31	3,400.00	2,000.00	0.91
5400	Supplies	200.00	47.00	200.00	0.00	0.00
5700	Other Charges	1,650.00	198.00	1,617.00	(33.00)	(0.02)
	Total	6,015.77	1,026.23	8,027.29	2,011.52	0.27
010175	PLANNING BOARD					
5100	Salaries & Wages	3,184.00	1,339.20	3,571.20	387.20	0.12
5200	Purchase of Services	500.00	215.12	275.00	(225.00)	(0.45)
5400	Supplies	250.00	185.30	0.00	(250.00)	(1.00)
5700	Other Charges	300.00	30.00	0.00	(300.00)	(1.00)
	Total	4,234.00	1,769.62	3,846.20	(387.80)	(0.09)
010176	ZONING BOARD OF APPEALS					
5100	Salaries & Wages	3,337.00	838.53	3,337.00	0.00	0.00
5150	Overtime	1,075.00		1,075.00	0.00	0.00
5200	Purchase of Services	375.00	302.62	600.00	225.00	0.60
5400	Supplies	30.00		30.00	0.00	0.00
5700	Other Charges	175.00		175.00	0.00	0.00
	Total	4,992.00	1,141.15	5,217.00	225.00	0.05
010179	AGRICULTURAL COMMISSION					
5200	Purchase of Services	500.00			(500.00)	
	Total	500.00	0.00	0.00	(500.00)	(1.00)
010192	TOWN HALL OPERATION					
5200	Purchase of Services	70,400.00	21,718.34	73,950.00	3,550.00	0.05
5400	Supplies	25,450.00	393.76	25,450.00	0.00	0.00
	Total	95,850.00	22,112.10	99,400.00	3,550.00	3.70%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010194	TOWN BUILDING COMMITTEE					
5100	Salaries & Wages	100.00			(100.00)	(1.00)
5150	Overtime				0.00	0.00
5200	Purchase of Services	100.00			(100.00)	(1.00)
	Total	200.00	0.00	0.00	(200.00)	-100.00%
010195	ANNUAL TOWN REPORT AND ANNUAL TOWN MEETING WARRANT					
5200	Purchase of Services	9,000.00	0.00	9,000.00	0.00	0.00
	Total	9,000.00	0.00	9,000.00	0.00	0.00%
010196	TOWN ENERGY COMMITTEE					
5200	Purchase of Services	1,000.00		1,000.00	0.00	0.00
5700	Other charges				0.00	
5800	Capital Project: Photovoltaics				0.00	
	Total	1,000.00	0.00	1,000.00	0.00	0.00%
010199	MUNICIPAL POSTAGE					
5200	Purchase of Services	11,395.00	642.54	11,536.00	141.00	0.01
5400	Supplies	300.00	122.38	325.00	25.00	0.08
	Total	11,695.00	764.92	11,861.00	166.00	0.01
TOTAL GENERAL GOVERNMENT		2,339,002.94	848,380.63	2,496,004.60	157,001.66	6.71%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
<u>PUBLIC SAFETY</u>						
010210	POLICE DEPARTMENT					
5100	Salaries & Wages	1,501,248.26	485,158.96	1,548,908.06	47,659.80	0.03
5150	Overtime	195,909.00	72,867.46	207,909.00	12,000.00	0.06
5200	Purchase of Services	41,617.00	11,999.92	40,017.00	(1,600.00)	(0.03)
5400	Supplies	92,350.00	17,888.32	94,350.00	2,000.00	0.02
5600	Intergovernmental	6,000.00	3,000.00	6,000.00	0.00	0.00
5700	Other Charges	22,975.00	14,419.54	30,175.00	7,200.00	0.20
5750	Grant Funding Outlay	40,000.00		40,000.00	0.00	0.00
5800	Capital Purchases (In CIP)	0.00		0.00	0.00	0.00
	Total	1,900,099.26	605,334.20	1,967,359.06	67,259.80	3.540%
010219	PARKING MAGISTRATE					
5100	Salaries & Wages	4,962.00		4,962.00	0.00	0.00
5200	Purchase of Services	1,000.00		1,000.00	0.00	0.00
5400	Supplies					
	Total	5,962.00	0.00	5,962.00	0.00	
010220	FIRE DEPARTMENT/RESCUE AND EMERGENCY MEDICAL SERVICES					
5100	Salaries, Wages & OT	648,634.74	263,532.30	665,708.00	17,073.26	0.05
5200	Purchase of Services	20,809.50	7,055.28	38,810.00	18,000.50	0.84
5300	Training Expenses	8,000.00	0.00	8,000.00	0.00	0.00
5400	Supplies	31,000.00	10,236.88	53,300.00	22,300.00	0.72
5410	Fire Preparedness Fund				0.00	
5700	Other Charges	9,300.00	3,007.95	10,650.00	1,350.00	0.21
5800	Capital Outlay	38,500.00	7,643.00	59,080.00	20,580.00	0.23
5800	Capital Exclusion-Defibrillators	78,000.00	73,903.20		(78,000.00)	
	Total	834,244.24	365,378.61	835,548.00	1,303.76	0.00

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010231	AMBULANCE FUND					
5200	Purchase of Services	347,484.00		355,817.00	8,333.00	0.02
	Total	347,484.00	0.00	355,817.00	8,333.00	
010232	CAPE & ISLANDS EMERGENCY MEDICAL SERVICES					
5200	Purchase of Services	1,750.00	1,647.65	1,700.00	(50.00)	(0.03)
	Total	1,750.00	1,647.65	1,700.00	(50.00)	
010241	BUILDING/INSPECTION SERVICES DEPARTMENT					
5100	Salaries & Wages	205,070.02	90,326.01	187,032.55	(18,037.47)	(0.09)
5200	Purchase of Services	579.00	0.00	585.00	6.00	0.01
5400	Supplies	2,082.40	812.06	1,200.00	(882.40)	(0.25)
5700	Other Charges	3,664.00	1,434.62	3,770.00	106.00	0.03
5800	Capital Outlay	0.00			0.00	0.00
	Total	211,395.42	92,572.69	192,587.55	(18,807.87)	(0.09)
010291	TRURO EMERGENCY MANAGEMENT AGENCY (Civil Defense)					
5200	Purchase of Services	12,500.00	474.93	2,000.00	(10,500.00)	(0.84)
5400	Supplies	6,250.00		14,750.00	8,500.00	1.36
5700	Other Charges	2,000.00	40.33	2,000.00	0.00	0.00
	Total	20,750.00	515.26	18,750.00	(2,000.00)	(0.10)
010292	DOG/ANIMAL CONTROL OFFICER					
5100	Salaries & Wages	27,401.00	11,186.61	27,401.00	0.00	0.00
5150	Overtime			0.00	0.00	
5200	Purchase of Services	1,345.00	1,013.08	1,655.00	310.00	0.19
5400	Supplies	3,400.00	145.53	2,700.00	(700.00)	(0.23)
5700	Other Charges	550.00	74.07	4,200.00	3,650.00	18.25
	Total	32,696.00	12,419.29	35,956.00	3,260.00	0.10

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010298	OIL SPILL COORDINATOR					
	5200 Purchase of Services	300.00			(300.00)	(1.00)
	5400 Supplies	300.00			(300.00)	(1.00)
	Total	600.00	0.00	0.00	(600.00)	(1.00)
010299	SHELLFISH WARDEN					
	5100 Salaries & Wages	Moved to Harbor Ops				
	5200 Purchase of Services	400.00			400.00	
	5400 Supplies	4,500.00	609.45		4,500.00	
	5700 Other Charges	1,400.00	700.00		1,400.00	
	Total	6,300.00	1,309.45		(6,300.00)	(1.00)
	TOTAL PUBLIC SAFETY	3,361,280.92	1,079,177.15	3,413,679.61	52,398.69	
	<u>PUBLIC EDUCATION</u>					
010300	TRURO PUBLIC SCHOOL					
	* 9-44 REGULAR DAY PROGRAM					
	1000 SERIES (ADMINISTRATION)	203,668.00		193,969.00	(9,699.00)	
	2000 SERIES (INSTRUCTION)	1,326,554.00		1,477,868.00	151,314.00	
	3000 SERIES (OTHER SERVICES)	267,173.00		432,332.00	165,159.00	
	4000 SERIES (MAINTENANCE)	308,363.00		314,174.00	5,811.00	
	5000 SERIES (FIXED CHARGES)				0.00	
	6000 SERIES (COMMUNITY SERVICES)	1,500.00		1,500.00	0.00	
	7000 SERIES (ACQ F/A)					
	TOTAL DAY TOTALS	2,107,258.00		2,419,843.00	312,585.00	0.15

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
* 9-45	CHAPTER 766 (SPECIAL NEEDS)					
	2000 SERIES (INSTRUCTION)	811,158.00		828,523.00	17,365.00	
	3000 SERIES (OTHER SERVICES)	109,271.00		24,350.00	(84,921.00)	
	5000 SERIES (FIXED CHARGES)				0.00	
	6000 SERIES (COMMUNITY SERVICES)	750.00		750.00	0.00	
	7000 SERIES (ACQ F/A)				0.00	
	9000 SERIES (OTHER DIS)	172,186.00		106,790.00	(65,396.00)	
	TOTAL CHAPTER 766	1,093,365.00		960,413.00	(132,952.00)	(0.12)
	ADULT EDUCATION & AFTER SCHOOL ACTIVITIES					
	2000 SERIES	6,000.00		6,000.00	0.00	
	3000 SERIES					
	TOTAL ADULT ED/ASA:	6,000.00		6,000.00	0.00	0.00
	TOTAL NET SCHOOL BUDGET K - 6:	3,206,623.00		3,386,256.00	179,633.00	0.06
	SECONDARY REGULAR ED - TUITIONED OUT INSTRUCTION					
2000	Sped Paraprofessional Salary					
	Sped Paraprof Tutorial Support 7 - 12					
	Sped Specialist Tutorial Support 7 -12	2,000.00		2,000.00	0.00	
	Sped Psych Contract Svc-Grades 7-12	4,000.00		16,430.00	12,430.00	
	SPED Instructional Equipment	100.00		100.00	0.00	
	SPED General Supplies	100.00		100.00	0.00	
	SPED Psychological Contracted Svs-Grades 7-12					
	Sub-Total:	6,200.00		18,630.00	12,430.00	1.52
	OTHER SCHOOL SERVICES - REGULAR DAY					
3000	Pupil Transportation (7 - 12 ONLY)	148,009.00			(148,009.00)	
	Pupil Transportation - Sped	27,000.00		168,960.00	141,960.00	
	Sub-total:	175,009.00		168,960.00	(6,049.00)	(0.03)

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
PROGRAMS/OTHER DISTRICTS						
9000	Tuition Grades 7 - 12	1,550,236.00		1,421,700.00	(128,536.00)	
	Sped Tuitions Grades 7 - 12			39,273.00		
	Payments to Non-Public Schools	200,900.00		211,369.00	10,469.00	
	Payments to Member Collaborative					
	Sub-total:	1,751,136.00		1,672,342.00	(78,794.00)	(0.05)
TOTAL SECONDARY REGULAR ED-TUITIONED OUT:		1,932,345.00		1,859,932.00	(72,413.00)	(0.04)
TOTAL SCHOOL BUDGET K - 12		5,138,968.00		5,246,188.00	107,220.00	0.02
CAPITAL PROJECTS/EXPENSES-Playground Exclusion		125,000.00				
010300	TRURO PRE-SCHOOL PROGRAM	114,679.00		124,174.00	9,495.00	0.08
	TOTAL	114,679.00		124,174.00	9,495.00	0.08
010315 CAPE COD REGIONAL TECHNICAL HIGH SCHOOL COMMITTEE EXPENSE						
5700	Other Charges	600.00			(600.00)	(1.00)
	Total	600.00			(600.00)	(1.00)
010316 CAPE COD REGIONAL TECHNICAL HIGH SCHOOL ASSESSMENT						
5600	Assessment Due	36,809.00		19,301.00	(17,508.00)	(0.33)
	Total	36,809.00		19,301.00	(17,508.00)	(0.33)
TOTAL PUBLIC EDUCATION		5,416,056.00	0.00	5,389,663.00	(26,393.00)	(0.01)
<u>PUBLIC WORKS</u>						
010400 DEPARTMENT OF PUBLIC WORKS						
5100	Salaries & Wages	419,852.11	135,126.38	418,250.44	(1,601.67)	(0.00)
5150	Overtime	14,000.00	6,384.33	14,000.00	0.00	0.00
5200	Purchase of Services	90,350.00	23,044.57	42,850.00	(47,500.00)	(0.53)
5400	Supplies	165,950.00	44,207.91	169,950.00	4,000.00	0.02
5700	Other Charges	3,450.00	953.55	4,460.00	1,010.00	0.29
5800	Capital	60,000.00			(60,000.00)	
	Total	753,602.11	209,716.74	649,510.44	(104,091.67)	(0.14)

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT		2016	2016	2017		
#	ACCOUNT TITLE	Revised Appropriation	Expended to date: (12.30.2015)	Request	Y-o-Y \$	Y-o-Y %
010423	SNOW REMOVAL					
	5100 Salaries & Wages	11,700.00		11,700.00	0.00	0.00
	5200 Purchase of Services	500.00		500.00	0.00	0.00
	5400 Supplies	12,800.00	542.87	12,800.00	0.00	0.00
	Total	25,000.00	542.87	25,000.00	0.00	0.00
010424	STREET LIGHTS					
	5200 Purchase of Services	3,675.00	631.95	2,700.00		
	Total	3,675.00	631.95	2,700.00	(975.00)	(0.27)
010430	TRANSFER STATION/DISPOSAL AREA					
	5100 Salaries & Wages	201,096.48	73,238.46	168,399.42	(32,697.06)	(0.16)
	5150 Overtime	9,000.00	5,503.67	5,000.00	(4,000.00)	(0.44)
	5200 Purchase of Services	38,300.00	11,033.94	42,100.00	3,800.00	0.10
	5200 Need Assesment (STM)	50,000.00				
	5200 Tipping Fees	110,500.00	36,952.20	113,750.00	3,250.00	0.03
	5400 Supplies	48,350.00	5,763.70	48,450.00	100.00	0.00
	5600 Intergovernmental	0.00		0.00	0.00	0.00
	5700 Other Charges	1,480.00	485.00	1,530.00	50.00	0.03
	5800 Capital Outlay:			0.00	0.00	(100.00)
	Total	458,726.48	132,976.97	379,229.42	(29,497.06)	(0.06)
010470	PUBLIC BUILDING MAINTENANCE					
	5100 Salaries & Wages	228,390.80	72,887.84	253,304.60	24,913.80	0.11
	5150 Overtime	4,180.00	1,559.12	4,200.00	20.00	0.00
	5200 Purchase of Services	141,870.00	54,748.15	138,750.00	(3,120.00)	(0.02)
	5400 Supplies	53,200.00	17,819.36	48,200.00	(5,000.00)	(0.09)
	5700 Other Charges & Fees	1,235.00	67.69	1,235.00	0.00	0.00
	5800 Capital Outlay	1,000.00	0.00	1,000.00	0.00	0.00
	5850 Capital Preventative Bldg Maintenance	33,000.00	22,049.53	47,900.00	14,900.00	0.45
	Total	462,875.80	169,131.69	494,589.60	31,713.80	0.07

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010491	TOWN CEMETERIES					
	5200 Purchase of Services	26,000.00		26,000.00	0.00	0.00
	5400 Supplies	300.00		300.00	0.00	0.00
	5800 Capital					
	Total	26,300.00	0.00	26,300.00	0.00	0.00
010492	SOLDIERS & SAILORS LOTS					
	Purchase of Services	2,600.00		2,500.00	(100.00)	(0.04)
	Total	2,600.00	0.00	2,500.00	(100.00)	(0.04)
010499	CAPE COD GREENHEAD FLY CONTROL DISTRICT					
	5200 Purchase of Services	1,000.00		1,000.00	0.00	0.00
	Total	1,000.00	0.00	1,000.00	0.00	0.00
TOTAL PUBLIC WORKS		1,733,779.39	513,000.22	1,580,829.46	(152,949.93)	(0.10)
<u>PUBLIC SERVICES</u>						
010510	HUMAN SERVICES COMMITTEE					
	5200 Purchase of Services	38,350.00		41,300.00	2,950.00	
	Total	38,350.00	0.00	41,300.00	2,950.00	0.07
010511	BOARD OF HEALTH					
	5100 Salaries & Wages	141,759.46	44,505.79	156,152.84	14,393.38	0.14
	5150 Overtime	0.00		0.00	0.00	0.00
	5200 Purchase of Services	23,457.00	7,608.01	23,157.00	(300.00)	(0.01)
	5400 Supplies	400.00	0.00	400.00	0.00	0.00
	5700 Other Charges	1,870.00	380.00	1,775.00	(95.00)	(0.05)
	Total	167,486.46	52,493.80	181,484.84	13,998.38	0.08
010512	WATER RESOURCE OVERSIGHT COMMITTEE					
	5200 Purchase of Services	3,500.00		2,000.00	(1,500.00)	(0.75)
	5400 Supplies	750.00		2,090.00	1,340.00	0.38
	5700 Other Charges and Expenditures	1,250.00			(1,250.00)	0.00
	Total	5,500.00	0.00	4,090.00	(1,410.00)	

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010515	RECYCLING COMMITTEE					
	5200 Purchase of Services	800.00			(800.00)	(1.00)
	5700 Other Charges	400.00			(400.00)	(1.00)
	Total	1,200.00	0.00	0.00	(1,200.00)	
010541	COUNCIL ON AGING					
	5100 Salaries & Wages	235,533.33	111,244.00	250,062.43	14,529.10	0.06
	5150 Overtime	7,696.00	0.00	0.00	(7,696.00)	(1.00)
	5200 Purchase of Services	13,617.00	8,036.00	12,649.00	(968.00)	(0.07)
	5400 Supplies	18,860.00	1,365.00	18,860.00	0.00	0.00
	5700 Other Charges	4,506.00	1,478.00	5,430.00	924.00	0.21
	5800 Capital	0.00		0.00	0.00	0.00
	Total	280,212.33	122,123.00	287,001.43	6,789.10	0.02
010543	VETERANS SERVICES					
	5200 Purchase of Services	14,694.63	14,694.63	15,214.36	519.73	0.04
	5700 Other Charges	15,000.00	4,179.00	15,000.00	0.00	0.00
	Total	29,694.63	18,873.63	30,214.36	519.73	
010545	DISABILITIES COMMITTEE					
	5200 Purchase of Services	175.00	0.00	175.00	0.00	0.00
	5400 Supplies		0.00		0.00	
	5700 Other Charges	25.00	0.00	25.00	0.00	0.00
	Total	200.00	0.00	200.00	0.00	
010560	HOUSING AUTHORITY					
	5800 Capital (Land Acquisition)	0.00			0.00	0.00
	Total	0.00	0.00	0.00	0.00	
TOTAL PUBLIC SERVICES		522,643.42	193,490.43	544,290.63	21,647.21	

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
<u>CULTURE & RECREATION</u>						
010610	TOWN LIBRARIES					
5100	Salaries & Wages	237,773.00	118,072.00	244,414.00	6,641.00	0.03
5200	Purchase of Services	28,835.00	10,708.00	41,235.00	12,400.00	0.48
5400	Supplies	14,000.00	7,439.00	14,000.00	0.00	0.00
5410	Books & Subscriptions	60,000.00	35,383.00	65,000.00	5,000.00	0.08
5700	Other Charges	24,000.00	19,743.00	23,900.00	(100.00)	(0.00)
5800	Capital Outlay					
	Total	364,608.00	191,345.00	388,549.00	23,941.00	0.07
010630	RECREATION COMMISSION					
5100	Salaries & Wages	194,466.96	120,603.00	212,346.00	17,879.04	0.09
5150	Overtime	400.00	0.00	400.00	0.00	0.00
5200	Purchase of Services	38,130.00	22,008.00	38,130.00	0.00	0.00
5210	Youth Fund for Sports Not offered in Truro	3,000.00	0.00	3,000.00	0.00	0.00
5400	Supplies	10,595.00	8,350.00	10,595.00	0.00	0.00
5600	Intergovernmental Expenses	0.00	0.00		0.00	
5700	Other Charges	4,935.00	2,191.00	4,935.00	0.00	0.00
5800	Capital Outlay	2,000.00	1,046.00	3,000.00	1,000.00	0.50
	Total	253,526.96	154,198.00	272,406.00	18,879.04	0.07
010635	BICYCLE AND WALKWAYS COMMITTEE					
5200	Purchase of Services	600.00		600.00	0.00	1.00
5400	Supplies	1,400.00		1,400.00	0.00	1.00
	Total	2,000.00	0.00	2,000.00	0.00	100.00

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010640	BEACH PROGRAM OPERATIONS					
5100	Salaries & Wages	197,910.80	136,525.00	192,194.00	(5,716.80)	(0.03)
5150	Overtime	4,700.00	1,410.00	5,000.00	300.00	0.06
5200	Purchase of Services	14,040.00	11,230.00	15,770.00	1,730.00	0.12
5400	Supplies	15,800.00	6,450.00	15,900.00	100.00	0.01
5600	Intergovernmental (Details)	0.00			0.00	
5700	Other Charges	1,000.00	555.00	2,375.00	1,375.00	1.38
5800	Capital Outlay	4,850.00	0.00	6,650.00	1,800.00	0.37
	Total	238,300.80	156,170.00	237,889.00	(411.80)	(0.00)
010660	PAMET HARBOR COMMISSION					
5100	Salaries & Wages	505.00	0.00	500.00	(5.00)	(0.02)
5200	Purchase of Services	350.00	0.00	350.00	0.00	0.00
5400	Supplies	50.00	0.00	50.00	0.00	0.00
5700	Other Charges	0.00	0.00	0.00	0.00	0.00
5850	Capital Outlay & Maintenance Dredging	101,875.00	0.00	101,875.00	0.00	0.00
	Total	102,780.00	0.00	102,775.00	(5.00)	(0.02)
010661	PAMET HARBOR OPERATIONS / SHELLFISH WARDEN					
5100	Salaries & Wages	100,903.50	52,464.53	101,455.68	552.18	0.01
5150	Overtime	1,000.00	0.00	1,000.00	0.00	N/A
5200	Purchase of Services	5,349.88	1,070.12	4,850.00	(499.88)	(0.10)
5400	Supplies	6,500.00	3,842.89	14,900.00	8,400.00	1.53
5700	Other Charges	1,480.00	1,007.88	3,180.00	1,700.00	1.89
5800	Capital Outlay	10,000.00	0.00	2,000.00	(8,000.00)	1.00
	Total	125,233.38	58,385.42	127,385.68	2,152.30	0.02

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010691	HISTORICAL COMMISSION					
	5200 Purchase of Services				0.00	0.00
	5400 Supplies	200.00	200.00	200.00	0.00	0.00
	5700 Other Charges				0.00	
	Total	200.00	200.00	200.00	0.00	0.00
010692	HISTORIC REVIEW BOARD					
	5100 Salaries & Wages				0.00	0.00
	5200 Purchase of Services	75.00		75.00	0.00	0.00
	5400 Supplies	50.00	40.40	50.00	0.00	0.00
	Total	125.00	40.40	125.00	0.00	0.00
TOTAL CULTURE & RECREATION		1,086,774.14	560,338.82	1,131,329.68	44,555.54	0.14
<u>DEBT SERVICE</u>						
010710	RETIREMENT OF DEBT - PRINCIPAL (GENERAL FUND)					
	5910 Long Term Debt Principal Payment	845,400.00	145,800.00	845,400.00	0.00	0.00
	Total	845,400.00	145,800.00	845,400.00	0.00	0.00
010751	INTEREST PAYMENTS - LONG TERM DEBT					
	5915 Long Term Debt Interest Payment	192,545.00	96,272.50	163,495.00	(29,050.00)	(0.15)
	Total	192,545.00	96,272.50	163,495.00	(29,050.00)	(0.15)
010752	INTEREST PAYMENTS - SHORT TERM DEBT					
	5925 Short Term Debt Interest Payment	12,576.44	2,360.82	12,595.73	19.29	0.00
	Total	12,576.44	2,360.82	12,595.73	19.29	0.00
TOTAL DEBT SERVICE		1,050,521.44	244,433.32	1,021,490.73	(29,030.71)	(0.03)
<u>EMPLOYEE BENEFITS</u>						
010911	RETIREMENT AND PENSION					
	5170 County Retirement Assessment	966,993.00	949,115.00	1,010,232.00	43,239.00	0.04
	Total	966,993.00	145,800.00	1,010,232.00	43,239.00	0.04
010912	WORKER'S COMPENSATION					
	5170 Worker's Compensation Insurance	46,000.00	47,483.11	49,000.00	3,000.00	0.07
	Total	46,000.00	47,483.11	49,000.00	3,000.00	6.52%

TOWN OF TRURO FY 2017 MUNICIPAL OPERATING BUDGET

DEPT #	ACCOUNT TITLE	2016 Revised Appropriation	2016 Expended to date: (12.30.2015)	2017 Request	Y-o-Y \$	Y-o-Y %
010913	UNEMPLOYMENT INSURANCE COMPENSATION					
5170	Unemployment Compensation	92,000.00	7,092.00	92,000.00	0.00	0.00
	Total	92,000.00	7,092.00	92,000.00	0.00	0.00%
010914	GROUP HEALTH INSURANCE - EMPLOYER SHARE					
5170	Group Health Premium Payments	1,263,608.00	624,267.49	1,317,117.00	53,509.00	0.04
	Total	1,263,608.00	624,267.49	1,317,117.00	53,509.00	0.04
010915	GROUP LIFE INSURANCE - EMPLOYER SHARE					
5170	Group Life Premium Payments	2,066.00	960.30	2,051.00	(15.00)	(0.01)
	Total	2,066.00	960.30	2,051.00	(15.00)	(0.01)
010916	FICA/MEDICARE INSURANCES - EMPLOYER SHARE					
5176	FICA/Medicare Payments	105,000.00	59,379.03	117,000.00	12,000.00	0.11
	Total	105,000.00	59,379.03	117,000.00	12,000.00	0.11
	TOTAL EMPLOYEE BENEFITS	2,475,667.00	884,981.93	2,587,400.00	111,733.00	0.05
	<u>MUNICIPAL LIABILITY INSURANCES</u>					
010945	MUNICIPAL LIABILITY INSURANCES					
5700	Insurance Payments	215,000.00	193,314.40	212,815.00	(2,185.00)	(0.01)
	Total	215,000.00	193,314.40	212,815.00	(2,185.00)	(0.01)
	TOTAL MUNICIPAL INSURANCES	215,000.00	193,314.40	212,815.00	(2,185.00)	-1.02%
	GRAND TOTAL OPERATING BUDGET:	<u>18,200,725.25</u>	<u>4,517,116.90</u>	<u>18,377,502.71</u>	<u>176,777.46</u>	0.97%
		509,794.00	State Assessments		176,777.46	
		227,025.00	Debt in other funds			
		300,000.00	OPEB Trust Transfer			
		18,783,494.25	Munis			
				<u>18,377,502.71</u>		
		18,783,494.25	Excel	18,377,502.71	Summary Sheet	
		0.00	Variance	0.00	Variance	

Selectmen Benefit Survey

Town	Stipend	Health Insurance coverage? / % of Town Contribution
Barnstable	President \$12,000 Vice President \$10,000 Councilors \$8000	Yes 50% town contribution
Bourne	Chair \$3500 Selectmen \$2500	Yes 75% town contribution
Brewster	Chair \$2000 Selectmen \$1500	No
Chatham	Chair \$2500 Selectmen \$2000	Yes. 65% town contribution
Dennis	Chair \$2000 Selectmen \$2000	Yes 60% town contribution
Eastham	Chair \$2000 Selectmen \$2000	Yes 65% town contribution
Falmouth	Chair \$3500 Selectmen \$3000	Yes 75% town contribution.
Harwich	Chair \$1500 Selectmen \$1500	Yes but no town contribution
Mashpee	Chair \$2000 Selectmen \$2000	No longer offers Health Insurance One Selectman is "grandfathered" with 75% town contribution
Nantucket	Chair \$5000 Selectmen \$3500	Yes: Master Medical 80% town contribution Blue Care Elect 90% town contribution
Oak Bluffs	Chair \$4500 Selectmen \$3000	No
Orleans	Chair \$2500 Selectmen \$2000	No
Provincetown	Chair \$1000 Selectmen \$1000	Yes but no town contribution.
Sandwich	Chair \$3000 Selectmen \$2000	No
Truro	Chair \$3000 Selectmen \$3000	No
Wellfleet	Chair \$1000 Selectmen \$1000	Yes 60% town contribution.
Yarmouth	Chair \$2880 Selectmen \$2880	Yes 50% town contribution



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: March 8, 2016

ITEM: Review of Annual Town Meeting Articles

EXPLANATION: Attached for review and discussion by the Board is the draft list of articles for the 2016 Annual Town Meeting Warrant. We are currently preparing the warrant and simultaneously sending articles to Town Counsel for review. Please advise if there is something not included or something that you have questions about.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT OF NOT APPROVED: N/A

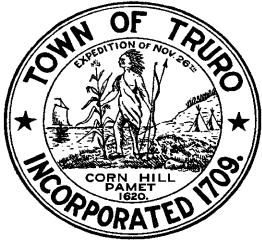
SUGGESTED ACTION: *None Required – for discussion.*

ATTACHMENTS:

1. Draft List of Proposed 2016 Annual Town Meeting Warrant Articles

2016 Annual Town Meeting Article List

- 1 – Authorization to Hear Reports from Multi-member Bodies
- 2 – Authorization to Set the Salary of the Board of Selectmen
- 3 – Authorization to Set the Salary of the Moderator
- 4 – Transfers within the FY2016 Operating Budget
- 5 – FY2017 Omnibus Budget Appropriation
- 6 – Transfer Funds from Free Cash
- 7 – Fund Community Preservation Projects and Administration
- 8 – Authorization to Expend Funds in Anticipation of Chapter 90 Funds
- 9 – Capital Exclusion to Purchase
- 10 – Transfer Funds from Stabilization Fund to Employee Retirement
- 11 – Non-Union Personnel Classification and Compensation FY2017 1. East Harbor Pipe Fix
- 12 – Transfer to AHTF - rent
- 13 – Re-authorize revolving funds
- 14 – Capital Stabilization Fund Authorization
- 15 – Vet Work off Program
- 16 – Conservation Trust Article
- 17 – Renew room's tax loophole vote
- 18 – Civil Fingerprinting bylaw
- 19 – General Bylaw amendment – swimming pools
- 20 – Amendment to Parking Bylaw to allow ticketing in lieu of towing
- 21 – Abutters Notice Amendment to Paragraph 6 5-4 of the Preserving Historic Properties Bylaw
- 22 – Acceptance of Clover leaf
- 23-31 – Charter Changes
- 32 – Growth Management Bylaw
- 33 – Accessory Dwelling Unit Bylaw
- 34 – Dog Excrement Bylaw



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Truro Police Department

REQUESTOR: Chief Kyle Takakjian

REQUESTED MEETING DATE: March 8, 2016

ITEM: Annual Reports

EXPLANATION: Presentation of the Police and Emergency Management Annual Reports.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Reports are not presented to the public.

SUGGESTED ACTION: N/A

ATTACHMENTS:

1. TPD Annual Report and Statistics
2. EMA Annual Report

POLICE DEPARTMENT

Kyle Takakjian, Chief of Police

The Truro Police Department is pleased to submit its annual report ending December 31, 2015. We have responded to calls for service, processed cases, developed new programs, attended training, volunteered within the community, and supported our town.

First and foremost, a very heartfelt thank-you to a number of special groups: The Officers and Telecommunicators who work for this Police Department. Each one of them works hard throughout the year to serve all of you, in many cases sacrificing personal and family time to put in the extra effort required to sustain our operations and volunteer for programs within the community. I would also like to thank the Town departments who willingly assist us, many times on short notice, to keep us running effectively. Of special note, are the DPW employees who continue to keep the public safety facility running smoothly.

Just as importantly are all of you — the citizens of Truro. You have supported our department by adding needed staff to the patrol force, and also given so generously to support both the Truro Police and K9 Associations. These organizations support our outreach programs such as Operation Safe Ride, the Truro Central School Trips, Truro Treasures, Special Olympics Torch Run, Bike Rodeo, Foreign Student Workers Bike Safety, Touch-a-Truck, Trunk-or-Treat, Shop with a Cop (Back to School and Christmas), Toys for Tots and, the Families in Need Program. As we continue to focus outward, your support is vital to sustain these programs and enables us to develop new ones.

This year, Officers Leo Rose Jr., Thomas Roda, and Paul McGlynn completed their initial training and are now working on the road gaining experience and getting to know Truro and its residents. Part-time Telecommunicator's Lisa Tobia and Heather Pinargote also certified as dispatchers for both the Police and Fire Departments. Lieutenant Craig Danziger and Sergeant Carrie DeAngelo completed the first in a three part series of advanced leadership training with the FBI's Law Enforcement Executive Development Association (LEEDA). This training prepares mid and senior Law Enforcement personnel to deal with executive-level issues and leading police organizations.

The department is working with the State's Department of Mental Health to support residents in need. Each month, case workers accompany Officers to visit residents who may be in need of services. What the case worker will do during the visit is a check on the individual and assess not only cognitive but physical abilities. Based upon the assessment, resources are suggested / offered to help them. The program is strictly voluntary and is designed to help individual's lead healthier and more productive lives.

Further, the Department is collaborating with Gosnold on Cape Cod to facilitate their programs including complete end-to-end treatment services ranging from medical detox to residential inpatient rehab to convenient outpatient clinics and extended sober living. This is especially important for families trying to help and support loved ones in need.

After two years of development, and overwhelming support from the community, the Department was able to bring its K9 program to life. Officer Steve Raneo and our K9 "Ella" have completed a 10 week training program with the Plymouth County Sheriff's Department in certifying Ella as a Narcotics Detection Dog. In 2016, Officer Raneo and Ella will complete training in Search and Rescue and add that certification and capability to the force. Officer Raneo retains his normal duties as a Patrol Officer with the Police Department, but will have Ella with him on patrol and use her as needed both in Truro and to support our regional efforts.

Our yearly incidents are attached for you to review.

The Truro Police Department remains dedicated to protecting and serving Truro's citizens and visitors with professionalism, compassion, ethical conviction and constant availability.

Truro Police Department - Incidents for 2015

Incident Type	Number	Incident Type	Number	Incident Type	Number
Assist Beach Comm.	26	Citation - Civil Fine	374	Leaving the Scene - MVA	5
Abandoned MN	1	Citation - Arrest	55	Noise Complaint	50
Suspicious Activity	132	Citation - Crim. Complaint	15	Operating Under/Influence	26
Alarm Burglar	222	Reported Death	1	Parking Complaint	25
Alarm Medical	12	Private Detail	194	Suspicious Person	39
Alarm - Other	16	Disturbances	12	Annoying Phone Calls	10
Animal Complaint	284	Disabled Motor Vehicle	169	Prisoner Transport	31
Assist Other PD's	37	Domestic Disturbance	22	Lost / Found Property	109
Assist Wellfleet PD	63	Drug Interdiction	0	Radar Patrol	534
Assist Provincetown PD	100	Drug Offenses	3	Recovered Stolen Property	0
Arrest	21	Environmental Crimes	2	Restraining Order Issued	12
Assault & Battery	1	Escorts - Cruiser	0	Restraining Order Service	7
Assist Fire Department	7	Fire Dept - Assist Rescue	399	School Crossing	344
Assist Highway Department	118	Fire Dept - Assist / Other	233	Sex Offenses	3
Assist National Park	23	Firearms Licensing	63	Storm Damage	5
Assaults	4	Follow-up Investigations	157	Suicide Attempt	5
Assist Citizen	313	Fraud	4	Summons Served	27
Assist Other Agency/Utility	109	General information	970	Summons	59
Breaking and Entering	4	General Services	342	Threats	4
B & E and Larceny	4	Harassment Order	2	Traffic Control	329
Building/Prop/Area Checks	8498	Internal Investigations	0	Traffic Complaint	153
Bylaw Violations	5	Incapacitated Persons	15	Trespassing	21
Citizen Complaint	11	Internet Crimes	1	Training	217
Civil Complaints / Issues	13	Juvenile Offenses	1	Traffic Stops	2379
Court Appearances	149	Larceny	30	Vandalism / Mal-Des	10
Crime Prevention Services	68	Message Delivery	10	Suspicious Vehicle	75
Criminal Complaint	6	Minor <i>MN</i> Accident	18	Warrant Issued	37
Servicing Cruiser	53	Missing Persons	3	Warrant Arrest	13
Citation - Verbal Warning	1480	Major <i>MN</i> Accident	50	Well Being Check	125
Citation - Written Warning	353	Missing Person Search	1	Weapons Violation	
Column Totals	12133		3146		4654
Collective Total	19933				

TRURO EMERGENCY MANAGEMENT AGENCY

Kyle Takakjian, Emergency Management Director

The Town of Truro experienced a large amount of snowfall and the first use of our Regional Shelter in Provincetown, located at the Veteran's Memorial School Building. We work to support and equip the Shelter in cooperation with the Provincetown DPW and Emergency Management staff. This year a new 40 foot box container was purchased to house all of the shelter supplies. Provincetown DPW staff built interior shelving and set the unit in place at the Shelter. In the event the shelter is opened, citizens would be directed to go there by the media and by calling the Truro Police Department at 508-487-8730

The Town's Citizens Emergency Response Team (CERT) continues to provide volunteer services to the Town's Public Safety Departments. This year the team trained two new members and continues to volunteer many hours. Team members assisted with town activities and events such as the Farmer's Market, the Agricultural Fair, flu Clinics and during Truro Treasures Weekend.

Although emergency preparedness is not always on our minds, being ready for emergencies is crucial. Disaster can strike quickly and without warning. It can force you to evacuate your home, workplace or in some cases, even confine you to your home. Truro Emergency Management and the American Red Cross urge every family to be prepared to care for themselves for the first 72 hours after a natural disaster or emergency situation.

The Public Safety Facility lightning protection system has been installed. Additionally, the public safety facility is no longer dependent upon AT&T for emergency power. A new self-contained generator unit now owned and maintained by the Town of Truro, supplies backup emergency power to our entire facility enabling us to serve our citizens during power outages.

Please remember that residents and visitors can always come to the Police and Fire Station if they need to get warm, or just charge electronic devices during a storm. Additionally, if you experience a power outage, the number to call to notify the power company (Eversource) is (800)-592-2000.

On Cape Cod, every home should have a disaster kit. There isn't a better time than now to either check your disaster kit or to make one up. This kit should be checked and kept up to date. A disaster kit will be handy in the event of a power outage, snow storm, hurricane, or in the event of a terrorist attack. Please consider the following list for your own home and family.

- Foods (canned goods and nonperishable foods) that do not need cooking
- Utensils, such as a manual can opener, disposable plates, cups, forks, knives, spoons, etc.
- Drinking water in non-breakable containers (One (1) gallon per person/day)
- Special dietary food if required
- Identification, valuable papers, policies and photographs in a waterproof container
- Personal hygiene items, such as, soap, deodorant, shampoo, toothpaste, toothbrush, washcloth, towels, sanitary items

- First aid kit
- Medications, prescription and over the counter, such as aspirin and antacid
- Specific medical information
- Personal aids, such as eyeglasses, hearing aids, canes, etc.
- Infant care items, such as diapers and formula
- Pet food / care items
- Books, magazines, toys
- Flashlight with extra batteries and matches
- Portable outdoor camping stove or grill with fuel supply
- Sleeping bag or blanket, sheet and pillow
- Change of clothing
- Rainwear
- Toolkit
- Battery-operated radio
- Cell Phone and charger
- Any container for your disaster supply kit, should be waterproof

Additional information is available on the following web sites:

www.truropolice.org

www.mass.gov/eopss/agencies/mema

www.fema.gov



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: March 8, 2016

ITEM: Outer Cape Selectman's Working Group on Addiction

EXPLANATION: At the joint meeting with Provincetown, Wellfleet and Eastham it was agreed that the Selectmen would form a working group comprised of two selectmen from each Town. This item is to determine which Board members wish to represent Truro.

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: Truro will not be represented.

SUGGESTED ACTION: *Motion to*

ATTACHMENTS: None



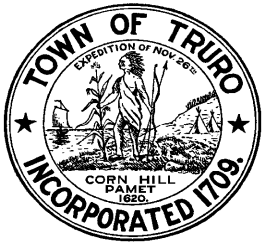
TOWN OF TRURO

P.O. Box 2030, Truro, MA 02666

Tel: 508-349-7004 , Extension: 10 or 24 Fax: 508-349-5505

6. CONSENT AGENDA

- A. Review/Approve and Authorize the Chair to sign:
 - 1. Cooperative Agreement with Barnstable County for the Dredging Pamet Harbor
 - 2. Amendment to the Net Metering Credit Purchase and Sale Agreement with SunEdison Origination1, LLC
- B. Review and Approve the 2016 Rental Registration Fee
- C. Review and Approve Meeting Minutes: February 16, 2016 (Regular), February 23, 2016 Work Session, Budget Task Force Meeting Minutes for February 1st and February 22nd, 2016.



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Public Works

REQUESTOR: Jay Norton, Director

REQUESTED MEETING DATE: March 8, 2016

ITEM: Dredging Contract with Barnstable County

EXPLANATION: Every winter the Town contracts with the Barnstable County Dredge to perform maintenance dredging in Pamet Harbor. Throughout the year, sediment builds up in the basin and channel of Pamet Harbor impacting navigation. The attached contract amount is set at \$97,000.00.

FINANCIAL SOURCE (IF APPLICABLE): FY '16 Pamet Harbor Commission's Capital Outlay & Maintenance Dredging account 5850 includes a line item of \$101,875.00 for dredging operations.

IMPACT IF NOT APPROVED: The County Dredge has already mobilized and is in the process of completing its dredging operations at the Harbor, if not approved – the Town would be subject to penalties from the County. Please note that the contract was not delivered to the Town until after the dredging began.

SUGGESTED ACTION: *MOTION TO approve and execute a contract for dredging of Pamet Harbor and Authorize the Chair to sign.*

ATTACHMENTS:

1. Cooperative Agreement with Barnstable County

COOPERATIVE AGREEMENT
BETWEEN
BARNSTABLE COUNTY
AND
TOWN OF TRURO

THIS AGREEMENT, made and entered into this _____ day of _____, 2016, by and between the County of Barnstable, hereinafter called the "County," and the Town of Truro, hereinafter called the "Town."

WHEREAS, Barnstable County received financial assistance in the form of a capital equipment grant from the Commonwealth, through DEM and Waterways to implement a regional maintenance and improvement dredging program, including the purchase and acquisition of a dredge and associated capital equipment; and

WHEREAS, the expenditure of local funds for dredging for maintenance or improvement of the waterways of the Commonwealth is authorized under Chapter 33 of the Acts of 1991; and

WHEREAS, it has been determined that the implementation of a regional dredging program, as a pilot project to ascertain the cost effectiveness of a publicly operated dredging program, is in the best interest of the towns in Barnstable County and the Commonwealth; and

WHEREAS, the Town has participated in the development and establishment of the regional dredge program through the Dredge Advisory Committee, and has identified its dredging needs through the Barnstable County Dredge Management Plan; and

WHEREAS, the Town wishes to have the County undertake the dredging projects covered by this agreement.

ARTICLE I. STATEMENT OF WORK

NOW THEREFORE, in consideration of the above premises and in the interest of the mutual advantage in attainment of common objectives, the parties hereto agree as follows:

BARNSTABLE COUNTY AGREES:

1. To do and perform all dredge related work in accordance with the specifications, drawings, and plans (Attachment I) for Pamet Harbor up to a maximum contract amount of \$97,000.00. Final and complete specifications, plans and drawings shall be provided to the County by the Town in a timely manner.

2. To observe, comply with, and be subject to all terms, conditions, requirements, and limitations of the specifications, plans, and drawings identified in Attachment I as applicable to dredging and rough placement of materials.
3. To provide a hydraulic dredge and all related equipment to conduct maintenance dredging for the Town, according to and guided by the specifications, plans, drawings as provided.
4. To pump dredge materials and provide rough beach placement of said materials at a rate of \$9.00 per cubic yard. This price includes before and after dredge surveys *to be performed by the County.*
5. To comply with all applicable laws, ordinances, rules, regulations and lawful orders of any public authority bearing on the safety of persons or property or their protection from damage injury or loss *or on dredging or handling of dredge materials.*
6. To indemnify and hold harmless any party sustaining damage or loss resulting from the negligence of the County.
7. *Immediately notify the Town and cease operations whenever the dredging operations exceed the specifications, drawings and plans or whenever situations or conditions are encountered outside the scope of the specifications, drawings, and plans.*
8. *Without the prior approval of the Town, the dredge will operate between the hours of 7:00 A.M. and 7:00 P.M.*

THE TOWN OF TRURO AGREES:

1. To obtain all required federal, state, and local permits and approvals to conduct the dredge project.
2. To furnish all specifications, drawings, and plans required to perform the dredge project at the execution of this document. Said documents will be incorporated by reference as Attachment I.
3. To conduct required inspections and testing consistent with federal, state, and local permits and approvals.
4. To inspect the County's on-site dredging work in a timely manner.
5. To obligate funds to conduct the dredging work specified in Attachment I.
6. To indemnify and hold harmless any party sustaining damage or loss resulting from the negligence of the County.

BOTH BARNSTABLE COUNTY AND THE TOWN OF TRURO AGREE:

That nothing herein shall be construed as obligating either Barnstable County or the Town of Truro to expend funds or to be obligated to spend funds beyond the scope of this contract.

This AGREEMENT may only be modified in the form of amendments in writing by mutual agreement by both parties. Request for modification will be forwarded to one party by the other party by written notice.

ARTICLE II. TERM OF AGREEMENT

This AGREEMENT shall be effective when signed by all parties and shall remain in effect until the dredging identified in Attachment I is completed to the mutual satisfaction of all parties.

ARTICLE III. PAYMENT TO COUNTY:

The cost of the project shall be based on a per cubic yard basis, and calculated on the total cubic yards of material moved, *using standard engineering practices*, except as specified in Article VIII. The cost per cubic yard is \$9.00. The Town shall be billed, and the County shall be paid for the following services:

- Mobilization costs for project;
- 50% movement/placement of dredge materials;
- 100% movement/placement of dredge materials;
- Demobilization costs for the project.

The Town shall submit payment within 30 days of date of invoice to the County. Failure to pay said invoice within 30 days will result in the assessment of a late fee in the amount of 1% per month (12% annually) on the unpaid balance remaining after the 30th day. Said late fee will be assessed daily 0.033%. Failure to pay invoice within 90 days may result in legal action. The Town shall be responsible for all legal costs incurred by the County in collection of unpaid debts.

ARTICLE IV. WEATHER CONDITIONS

In the event of temporary suspension of work due to inclement weather conditions, the County shall cease work with no adverse consequences to the County. The decision to cease work shall be made by the County in consultation with the Town.

ARTICLE V. CHANGES IN WORK

No changes in the work covered by this Agreement shall be made without having prior written approval of both the Town and County. Costs for additional cubic yardage shall be determined utilizing the costs identified in Article III.

ARTICLE VI. COUNTY INSURANCE

The County shall maintain the following insurance coverage while conducting the dredge project:

1. Compensation insurance. The County shall maintain during the life of this Agreement Workmen’s Compensation Insurance as required by applicable state law.
2. Protection and Indemnity insurance.
3. General liability and excess liability insurance.
4. Pollution insurance.
5. Contingent watercraft liability insurance.

ARTICLE VII. INDEMNIFICATION

The County agrees to hold the Town harmless for any and all damage done by the dredge, its crew or associated enterprises on account of the operation of the dredge during the pendency of this Agreement.

ARTICLE VIII. TERMINATION

Either party may terminate this Agreement by providing ten (10) days written notice to the other. The Town shall pay the County all costs incurred by the County to the date of termination, including staff time, review of documents and any other costs associated with the project up to said termination.

IN WITNESS WHEREOF, the TOWN and the COUNTY execute this Agreement this _____ day of _____, 2016.

BARNSTABLE COUNTY COMMISSIONERS:

Mary Pat Flynn

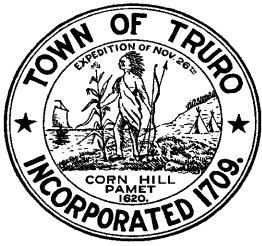
Sheila Lyons

Leo G. Cakounes

Date

TOWN:

Date



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Rae Ann Palmer, Town Administrator

REQUESTED MEETING DATE: March 8, 2016

ITEM: Amendment to Net Metering Credit Purchase and Sale Agreement with SunEdison

EXPLANATION: The amended agreement deletes the language requiring an increase in the kWh price in the event of a reduction in the investment tax credit, which was extended in 2015. The new language inserted is as follows: "The kWh rate shall be \$0.095/kWh throughout the Term of the Agreement."

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The contract will continue to contain a clause allowing an increase in the pricing based on a contingency that no longer exists.

SUGGESTED ACTION: *MOTION TO approve the amendment to the Net Metering Credit Purchase and Sale Agreement with SunEdison and Authorize the Chair to sign.*

ATTACHMENTS:

1. Kopelman and Paige Town of Truro Landfill Solar Agreement letter (2.19.2016)
2. Amendment to Net Metering Credit Purchase and Sale Agreement.



KOPELMAN AND PAIGE, P.C.
Attorneys at Law

101 Arch Street
Boston, MA 02110
T: 617.556.0007
F: 617.654.1735
www.k-plaw.com

February 19, 2016

Richard Holland
rholland@k-plaw.com

FEDERAL EXPRESS

Ms. Rae Ann Palmer
Town Administrator
Truro Town Hall
24 Town Hall Rd.
P.O. Box 2030
Truro, MA 02666

Re: Town of Truro – Landfill Solar Agreement

Dear Ms. Palmer:

As discussed, enclosed please find two originals of an amendment to the solar agreement between the Town and Sun Edison for signature by the Board of Selectmen. The amendment deletes the language requiring an increase in the kWh price in the event of a reduction in the investment tax credit, which was extended in 2015.

Please let me know if you have any questions.

Very truly yours,

A handwritten signature in blue ink, appearing to be 'Richard T. Holland', is written over the typed name.

Richard T. Holland

RTH/man

Enc.

cc: Board of Selectmen (w/o enc.)

548499/TRUR/0011

**Amendment to the Net Metering Credit Purchase and Sale Agreement
Between
Town of Truro and SunEdison Origination1, LLC**

This Amendment to the Net Metering Credit Purchase Agreement (“Amendment”) is entered into as of February 1, 2016 (the “Effective Date”) by and between SunEdison Origination1, LLC, a Delaware limited liability company (“Provider”) and the Town of Truro, a Massachusetts municipal corporation (“Buyer”). Buyer and Provider may each be referred to individually as a “Party” and collectively as the “Parties.”

WHEREAS, on December 15, 2015, the Parties entered into the **Net Metering Credit Purchase and Sale Agreement**, together with the General Terms and Conditions and all Exhibits, Attachments and Schedules attached thereto and incorporated therein (collectively, the “Agreement”).

WHEREAS, the Parties desire to amend certain terms of the Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, and intending to be legally bound hereby, the Parties agree as follows:

1. Recitals. The Recitals set forth above are hereby incorporated in and made a part of this Amendment.
2. Definitions. Capitalized terms used and not defined in this Amendment have the respective meanings assigned to them in the Agreement.
3. Schedule 2, Section 1 of Agreement. Section 1 of Schedule 2 of the Net Metering Credit Purchase and Sale Agreement is hereby amended and restated as follows:

“The kWh rate shall be \$0.095/kWh throughout the Term of the Agreement.”


4. Full Force and Ratification. Except as modified by the foregoing terms, the terms and conditions of Agreement shall remain in full force and effect.
5. Governing Law. This Amendment shall be governed and interpreted in accordance with the laws of the Commonwealth of Massachusetts without regard to principles of conflicts of laws.

[Signature Page on Next Page]

IN WITNESS WHEREOF, the Parties have executed this Amendment as of the date first written above.

PROVIDER:

SUNEDISON ORIGATION1, LLC

DocuSigned by:

C00AD2EF263D4CA...

By: _____

Name: Steve Raeder

Title: General Manager

Date: 2/16/2016

Approved as to
Form - Sun Edison
LLC - Legal
Department

Digitally signed by Approved as to
Form - Sun Edison LLC - Legal
Department
DN: cn=Approved as to Form - Sun
Edison LLC - Legal Department,
o=Sun Edison LLC, ou=DG Legal,
email=jrich@sunedison.com, c=US
Date: 2016.02.03 17:58:54 -05'00'

BUYER:

TOWN OF TRURO

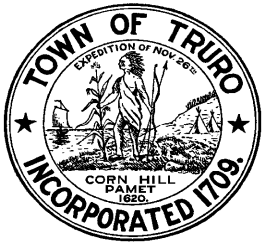
By: _____

By: _____

Name: Paul Wisotzky

Title: Chair, Board of Selectmen

Date:



TOWN OF TRURO

Board of Selectmen Agenda Item

DEPARTMENT: Administration

REQUESTOR: Nicole Tudor, Executive Assistant

REQUESTED MEETING DATE: March 8, 2016

ITEM: Review of Rental Registration Fee-Determination of whether to keep the current fee at \$200.00.

EXPLANATION: Each year prior to the Summer Season, the Board of Selectmen reviews the Rental Registration program fee for property owners that are renting their homes for the summer season (Less than 120 Days - per the General Bylaw). Once a fee is decided on, the Administration Office can then move forward with notifying property owners for the 2016 Season. The Rental Registration fee for 2015 was \$200.00 per household with collections totaling \$78,400.00. Staff recommends the same rate for 2016. To insure that all property owners are notified of the rental registration requirement, a post card will be mailed to all property owners that are not on the existing email distribution list. The draft post card is attached.

The following table provides information on the number of registrations for the last ten years.

YEAR	COLLECTIONS	FEE	# of Houses
2006	\$66,820.00	\$ 165.00	405
2007	\$72,105.00	\$ 165.00	437
2008	\$77,715.00	\$ 165.00	471
2009	\$71,425.00	\$ 165.00	433
2010	\$89,740.00	\$ 190.00	473
2011	\$89,680.00	\$ 190.00	472
2012	\$79,770.00	\$ 150.00	531
2013	\$71,400.00	\$ 150.00	477
2014	\$63,600.00	\$ 150.00	424
2015	\$78,400.00	\$ 200.00	392

FINANCIAL SOURCE (IF APPLICABLE): N/A

IMPACT IF NOT APPROVED: The Licensing Department will not be able to process any Rental Registrations for the 2016 Season.

SUGGESTED ACTION: *MOTION TO approve the 2016 Rental Registration fee of \$200.00.*

ATTACHMENTS:

1. 2016 Application for Certificate of Seasonal Rental Registration
2. 2016 Rental Registration Postcard

APPLICATION FOR CERTIFICATE OF SEASONAL RENTAL REGISTRATION

Please print clearly. Complete Entire Application. Incomplete application **Agenda Item: 6B1**

Dear Property Owner, Below is application for compliance with the Renting or Leasing Buildings Bylaw (*GNL BYLAW, Ch II, §1*). **Rental Registration** is applicable if you are renting your house or any portion thereof for 120 days or less. In addition to generating revenue for essential town services, this bylaw allows the Town of Truro to control access to the limited parking available at the town beaches and affords the opportunity to restrict the sale of beach parking permit stickers to Truro property owners, residents, and their authorized renters and guests. The Rental Registration fee of **(\$200.00)** was approved by the Board of Selectmen at a duly held meeting on **March 8, 2016**.

Upon receipt, of your Rental Registration application your property will be registered with the Town and your Rental Registration information will be emailed to the Beach Department. Rental Registrations will only be registered with the Beach Department when payment of cash or check for the fee amount is received.

You may register your property either by mail, in person at the Selectmen’s Office at Truro Town Hall, or by emailing ntudor@truro-ma.gov or nscoullar@truro-ma.gov.

The Rental Registration application is also available on the town's website: <http://truroma.vt-s.net/licensing-department>

Property Owner(s): _____ Street Address: _____
Name/Trust Name Rental Location

Mailing Address _____
PO Box Town/City State Zip Code

Phone Number & Email: _____ / _____ / _____
Primary Alternate Email Address

Rental Timeframe (Example June 1 – Aug. 31): _____

Emergency Contact Information provided to the Renter

Name: _____
Emergency Contact Phone Number

The total square footage of each bedroom **MUST be included to determine the number of people the building can legally accommodate.**

(#1) _____ (#2) _____ (#3) _____ (#4) _____ (#5) _____
(#6) _____ (#7) _____ (#8) _____ (#9) _____ (#10) _____

NUMBER OF PERSONS THE DWELLING CAN LEGALLY ACCOMMODATE PER MA. STATE SANITARY CODE 105 CMR 410.000 (This figure will be filled out and returned to applicant) _____

I hereby certify that I, the undersigned, am the owner/agent of the above referenced Truro property; that I do lease or rent this property on a seasonal basis, that all taxes, fees, assessments, betterments or other municipal charges are not in arrears for more than a twelve-month period, and that the above statements are true to the best of my knowledge.

Signature: _____ Date: _____

RENTAL REGISTRATION FEE: **\$200.00** PAYABLE TO “TOWN OF TRURO”

PLEASE
PLACE
STAMP
HERE

Rental Registration Program 2016

Dear Property Owner:

It's that time of year again: Time to register your home for the Rental Registration program if you are renting your home this summer season. This registration MUST be completed for rentals that are less than 120 days.
(GNL BYLAW, Ch II, §1)

You may register your property either in person at the Selectmen's Office (Main Floor) at Truro Town Hall, 24 Town Hall Rd, by mail or by going to Truro's website www.truro-ma.gov where you will find further instructions and the 2016 Rental Registration Application.



Have a wonderful summer season.

Town of Truro

Administration Office
(508) 349-7004 Ext. 10 & 24

Town of Truro
24 Town Hall Rd
PO Box 2030
Truro MA 02666

Mailing Address Line 1
Mailing Address Line 2
Mailing Address Line 3
Mailing Address Line 4
Mailing Address Line 5



Rental Registration Program 2016

Dear Property Owner:

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Have a wonderful summer season.

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Truro MA 02666

PLEASE
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STAMP
HERE

Mailing Address Line 1
Mailing Address Line 2
Mailing Address Line 3
Mailing Address Line 4
Mailing Address Line 5



DRAFT

**Truro Board of Selectmen
Meeting, February 16, 2016
Town Hall Meeting Room**

Members Present: Chair Paul Wisotzky; Maureen Burgess, Jay Coburn, Robert Weinstein, Janet Worthington

Present: Town Administrator Rae Ann Palmer

Chair Paul Wisotzky called the meeting to order at 5:00 p.m. and stated that the meeting was being videotaped.

PUBLIC COMMENT

Police Chief Takakjian gave an announcement and information for the six-week Police Academy course that will begin on Wednesday, March 2, 2016. Applications are available at the Public Safety Facility as well as online, he said. The program accommodates twenty people.

BOARD/COMMITTEE/COMMISSION APPOINTMENTS

The Board interviewed Susan Todd for a vacancy on the Housing Authority. Ms. Todd explained her interest in the position. She said she would be interested in continuing when the term is up by running for the elected position.

Robert Weinstein moved to approve that Susan Todd fill the vacancy for the Housing Authority until the position is on the ballot for the 2016 Annual Town Election. Jay Coburn seconded, and the motion carried 5-0.

Richard Wood could not be present, but he had sent a letter expressing his qualifications and interest in filling an unexpired term on the Pamet Harbor Commission.

Janet Worthington moved to approve the appointment of Richard Wood to the Pamet Harbor Commission. Robert Weinstein seconded, and the motion carried 5-0.

BOARD OF SELECTMEN ACTION ITEM

The Housing Production Plan and Needs Assessment, which was scheduled for a presentation at the meeting, was not yet finalized due to procedural issues. Chair Paul Wisotzky read into a record a letter from Richard R. Lee, who questioned the ability of the Board to consider the Plan which had not been completed. Chair Wisotzky also addressed Mr. Lee's concerns about televised meetings for the Truro Housing Authority.

The item was tabled, but Jay Coburn expressed his objections to doing so, stating that he was disconcerted with further delaying the Plan. Maureen Burgess said that there was more work that needed to be done on the Plan. Carl Brotman, Chair of the Truro Housing Authority, had requested that the Plan be tabled and intends to complete it with the Housing Authority.

Minutes of the Board of Selectmen's meeting of 2/16/16

CONSENT AGENDA

The following items comprise the Consent Agenda:

- A. Review/Approve and Authorize the Chair to sign:
 - 1. Town Water Service Hook-up Application for East Harbour Condominiums 618 Shore Rd. with the addition of a third meter for the cottages;
 - 2. Review and Approve Special One Day Alcohol Application and License and One Day Entertainment Application and License for Saturday, March 12, 2016 at the Truro Community Center, 7 Standish Way;
- B. Review and Approve Common Victualer Seasonal Licenses for Top Mast Café, 209 Shore Rd. and Whitman House Restaurant, 7 Great Hollow Rd.;
- C. Review and Approve Declaration of Surplus Property from the Truro Public Library: 1 computer from 1980, 1 desk, and 1 filing cabinet; and
- D. Review and Approve Meeting Minutes: Budget Task Force January 11, 2016 and January 25, 2016, and the regular meeting of January 26, 2016.

There was a brief discussion of private use of a public facility (A.-2.). Town Administrator Rae Ann Palmer said that it is done, but not often.

Jay Coburn moved to approve the Consent Agenda. Robert Weinstein seconded, and the motion carried 5-0.

SELECTMEN AND LIAISON AND TOWN ADMINISTRATOR REPORTS

Robert Weinstein had attended a Friends of the Truro Library meeting for Rae Ann Palmer's State of the Town address. He was impressed with the number of questions asked at the well-attended event. Questions concerned Affordable Housing, plowing, Pay-As-You-Throw, the Transfer Station, and the on-going litigation on the Klein house. He also had a tour of the Truro Food Pantry and wanted to call attention to its availability to those who need it.

Paul Wisotzky reported on the two special meetings the Selectmen had attended last week. One with several police departments concerned the opioid addiction crisis on the Outer Cape. Jay Coburn commended the police departments on their work on the drug problem. Janet Worthington added that public help is available. The other Selectmen's meeting was with Provincetown regarding the water system, sharing staff, and instituting a room tax. Paul Wisotzky announced that there would be one more Budget Task Force meeting.

Janet Worthington announced regret over the recent loss of the Police clerk's son.

Town Administrator Rae Ann Palmer said that she will be receiving the Army Corps of Engineers report on Ballston Beach in a conference call on February 29th. The Center for Coastal Studies report is not yet completed, she said. The State DOT has approved bike lanes and rumble strips on Rte. 6, Ms. Palmer reported. The solar project has hit a snag because energy credits are filled at this time, she said. Sun Edison has suggested slowing the project down until a new program for credits gets underway. The Landfill will still be capped, she said. Rae Ann Palmer urged citizens to reach out to state legislators. The Energy Committee will draft a letter to the state legislators. Sun Edison will continue with Truro on the project.

Minutes of the Board of Selectmen's meeting of 2/16/16

Robert Weinstein said he would be attending on an infrastructure meeting of the Transportation Department's Planning Organization (MPO) and was looking for input about where bike racks could be located in Town.

NEXT MEETING AGENDA

Rae Ann Palmer and the Board reviewed agenda items for the February 23, 2016 meeting, which will be a Work Session at the Truro Public Library. The Draft Budget, Warrant Articles, and Draft Performance for the Town Administrator are all on the agenda.

ADJOURNMENT

Maureen Burgess moved to adjourn. Janet Worthington seconded, and the motion carried 5-0. The meeting was adjourned at 5:38 p.m.

Respectfully submitted,

Mary Rogers
Recording Secretary

Paul Wisotzky, Chair

Maureen Burgess, Clerk

Jay Coburn

Janet Worthington, Vice-chair

Robert Weinstein

Public Records Material of February 16, 2016

- 1.) Application papers of Susan Todd fill the vacancy for the Housing Authority
- 2.) Richard Wood's application for appointment to the Pamet Harbor Commission
- 3.) Town Water Service Hook-up Application-East Harbour Condominiums 618 Shore Rd. with the addition of a third meter for the cottages;
- 4.) Special One Day Alcohol Application and License and One Day Entertainment Application and License for Saturday, March 12, 2016 at the Truro Community Center, 7 Standish Way
- 5.) Applications for Common Victualer Seasonal Licenses for Top Mast Café, 209 Shore Rd. and Whitman House Restaurant, 7 Great Hollow Rd.
- 6.) Declaration of Surplus Property from the Truro Public Library

DRAFT

**Truro Board of Selectmen
Meeting, February 23, 2016
Truro Public Library**

Members Present: Chair Paul Wisotzky; Maureen Burgess, Jay Coburn, Robert Weinstein, Janet Worthington

Present: Town Administrator Rae Ann Palmer

Chair Paul Wisotzky called the meeting to order at 5:00 p.m.

FY17 Budget Submitted to Board of Selectmen

Town Administrator Rae Ann Palmer reviewed the FY17 Budget Request Summary Sheet with the Selectmen. The Police Department's Budget is now included in the FY17 Proposed Budget. The final Budget reflects a 1.91% increase. Selectmen flagged the lines that will be discussed at the regular meeting of March 8, 2016. Jay Norton, DPW Director, was present to expand on his memo dated February 18, 2016, which detailed money saving ideas for the Transfer Station and reviewed figures for the DPW Budget. Mr. Norton explained organization for single stream recycling at the Transfer Station. Rae Ann Palmer said she plans to incorporate the DPW and the Transfer Station as one budget in the Operating Budget. The Selectmen discussed Recreation & Beach Director Kelly Sullivan Clark's information sheet on usage of Recreation Programs. She had presented the data to support the request for an increase in line 630 Recreation Commission. Rae Ann Palmer recommended an exclusion for the one time repair of the pipe on the bay side of East Harbor culvert. The Town Administrator also reviewed Capital expenses for FY2017.

Discussion of Potential Warrant Articles

Rae Ann Palmer is working on the Warrant for Annual Town Meeting. Possible Articles included: abatements through a work program for veterans, property issues, a petitioned article on dog excrement removal, Historical Review Board's regulations on abutter notification, a walking easement on Town property, Charter Review, and CPA articles. Ms. Palmer asked if the Selectmen were interested in a future Warrant Article that allowed bonding for opportunities in Open Space and/or Affordable Housing. She reviewed the schedule for the Warrant and Town Meeting preparation.

Review of Town Administrator's Performance Evaluation

Paul Wistozky said that he and Rae Ann Palmer had met and agreed upon the evaluation form for her performance. She will be filling out the same form as the Selectmen before they compare their observations with her self-evaluation. The confidential forms match ICMA standards. The Board and the Town Administrator worked out the timing of the evaluation. The goal is to have her contract negotiations completed before Town Meeting.

New Business

Robert Weinstein gave some good news about money available from MPO for bike racks. Truro will need to apply for the bike racks for any public property. The Town would have to buy the bike racks and be reimbursed for the expense, he said.

Agenda for Future Meetings

The Budget lines that will be included in the agenda for the regular meeting on March 8, 2016 are: Selectmen, Town Counsel, Recreation, Police, and the Transfer Station. Robert Weinstein suggested adding a Planning issue that will need to go to Town Counsel. He also asked that other MPO items, the bike rack opportunity and a bike lane on Route 6, be placed on the agenda. Jay Coburn asked for a discussion of some Town-owned property. He also suggested adding to the agenda of a future meeting discussion of County government proposals.

Adjournment

Robert Weinstein moved to adjourn. Jay Coburn seconded, and the motion carried 5-0. The meeting was adjourned at 6:43 p.m.

Respectfully submitted,

Mary Rogers
Recording Secretary

Paul Wisotzky, Chair

Maureen Burgess, Clerk

Jay Coburn

Janet Worthington, Vice-chair

Robert Weinstein

Public Records Material of 2/23/16

- 1.) FY2017 Budget Request Summary revised 2/23/16
- 2.) DPW Director's memo dated February 18, 2016
- 3.) Memo and usage statistics from Recreation & Beach Director Kelly Clark

Budget Task Force
Selectmen Meeting Minutes
February 1, 2016 – 8:00am
Truro Town Hall

Selectmen Present: Chair- Paul Wisotzky, Robert Weinstein, Clerk-Maureen Burgess

Finance Committee Present: Chair-Robert Panessiti via phone, Richard Wood, Lori Meads

Staff/Others: Town Administrator-Rae Ann Palmer, Town Accountant-Trudi Brazil, IT Director-David Wennerberg

The meeting was called to order by Selectmen Chair Paul Wisotzky at 8:05am. A quorum was had by the Board of Selectmen, but not by the Finance Committee due to the need for Mr. Panessiti to call in remotely.

Information Technology Budget

IT Director Wennerberg started with the 5100 (payroll) account. There is an increase which reflects the annual increase from LIUNA, and one extra hour per week which brings his hours worked up from 39 to 40. There was also a change in the payroll contract. It was stated that overtime was received after working 8 hours in a day, and that has been changed to state that overtime will be earned after working over 40 hours in a week. Therefore, some of the increase in the payroll was off-set by a decrease in the amount of overtime. Town Administrator Palmer explained that overtime will now strictly be for call-ins. If IT Director Wennerberg gets called in over the weekend, there will be overtime in the budget to cover that call.

Account 5200 (services) was reviewed next. One increase of \$7800.00 is due to a new email system (will be in FY17 in full). The Town went to Microsoft Exchange, using Outlook, hosted by Barnstable County. There was a \$4800.00 increase for a back-up disaster recovery system (BDR) for the Town Hall server. It is done by a company called Retrofit. Currently, the Public Safety Facility is on that back-up disaster recovery system. This BDR was prompted by IT auditors who felt that the back-up system needed updating. There were also the typical five percent increases on the licenses. Munis increased by \$3300 (2 new modules), there is a \$2000 new charge for a new home page design to make it a little more user friendly. Mr. Wood asked if the Town's current website is compatible with iPhones/iPads, etc. It was confirmed that the website is compatible with those devices.

Mr. Weinstein asked about the five percent increase. Town Administrator Palmer explained that a large increase was \$7000 to go to the new email system. She also would like the Planning Board to have town email addresses. The back-up system and Munis also contributed to the increases. Chair Wisotzky wondered if all regulatory bodies should have a town email address. Town Administrator Palmer stated that it could be done. It costs \$8.00 per address, per month. She suggested counting up the members of the Conservation Commission, Zoning Board of Appeals, Planning Board and Board of Health, and talking to Barnstable County IT about the cost. Ms. Meads is concerned about hacking issues through home computers.

IT Director Wennerberg then reviewed the 5400 account (supplies). The dollar figure has decreased for FY17.

IT Director Wennerberg then moved along to the 5700 account (other). That dollar figure has also decreased. The decrease has to do with some of the back-up software which was being used.

The 5800 account (Capital Outlay) has increased. That increase is due mostly to a project which will be starting in FY17 to replace all computer switches. The switches are about eight years old, they are out of date, not supported anymore, and are causing a roadblock in creating a virtual LAN through CapeNet. IT

Director Wennerberg has budgeted approximately \$6500 to replace switches in all buildings. The other increase in this account is for two new all-in-one computers at the public library.

Town Administrator Palmer added that there was a reduction in support for the beach sticker software and also for a Mac desktop the library had asked for, which Town Administrator Palmer had removed. Mr. Wood asked a question regarding the 5200 account, and Comcast. He wished to know why the charges for the Transfer Station shack (versus the Harbor shack and the Beach office) were higher. IT Director Wennerberg explained that at the Transfer Station, they have something called a "red box" that goes through the Town's firewall. That increases the cost a little. A "red box" is an extension of our firewall.

Town Accountant Budget

Town Accountant Brazil began with the 5100 account (salary and wage line). This line includes the contractual increase to her office partner. At this time, she does not believe it includes an increase for the Town Accountant's position as that is still under discussion. Town Administrator Palmer explained that the increase for the Town Accountant position would be put in the reserve account. The budget does include a contingency amount for additional, or overtime, hours for her office partner in the event that Town Accountant Brazil needs her services. It has been budgeted for a number of years, but has rarely been expended. If any time is owed to her at the end of a fiscal year, Ms. Francis prefers to take that time as comp-time, however if any time is left over at the end of the fiscal year, the contingency amount will cover that, as Town Accountant Brazil does not want comp time carried over to the new year.

There is no change in the purchase of service line (account 5200).

The increase in account 5400 (supplies) is to cover basic, disposable supplies such as pens and paper.

The 5700 account (other) is down slightly. Town Accountant Brazil has been very active in the Massachusetts Municipal Auditors and Accountants Association. That obligation will drop next year, therefore the \$450 decrease per year for travel and accommodations are more than reasonable.

There is a one percent budget increase of \$1147 overall.

Town Administrator Palmer stated that one item not discussed was the transfer over to a newer version of Munis dashboard, and she does not know yet if there will be an increase in the cost to Munis for that. Town Accountant Brazil wished to ask Town Administrator Palmer to defer that cost to FY18. Town Administrator Palmer thinks it would depend on what Munis does.

Selectmen Budget

Town Administrator Palmer stated that there were no changes to this budget. The Chamber of Commerce did not want an increase this year, so that's consistent with the current year. She will also check, per a request by Ms. Meads, to see if they were changing/updating their website or booklet. Mr. Wood asked if working at the Chamber was a paid position. Town Administrator Palmer said that there is a mix. Some positions are paid and some are volunteer positions.

Ms. Meads asked when the last time there was an increase in the Selectmen's pay. Town Accountant Brazil believed the last time was during Selectman Lucy's tenure. She thinks it's been about five years (if not longer) since an increase. Town Administrator Palmer asked if they wanted to raise the pay to \$5,000 per year and the decision was made to make the request. Going back to the discussion regarding the Chamber, Town Accountant produced a letter which had been sent by the group stating that the increase in funds (from last year) would go towards increased open times at the booth and increasing advertising.

\$10,000 was placed in consultant services in case something came up in a year. Chair Wisotzky wondered if that amount should be increased to \$15,000. Town Accountant Brazil stated that \$10,000 has typically been a "bridge" amount to defer going to the Finance Committee, and it's been sufficient.

Town Administrator Palmer also noted the \$10,000 for Grant Outlay. Town Accountant Brazil explained that this is for those grants that must be expended, and then submitted for reimbursement. That is the funding which is used to pay the bill so we can submit for reimbursement of grant funds.

Town Administrator Budget

This budget has a ten percent increase. That increase is largely to cover the cost of hiring an Assistant Town Administrator that is just the Assistant Town Administrator, and a part-time Planner. There are contractual increases for the Human Resources employee. \$85,000 is being put in for the Assistant Town Administrator, \$50,000 for the Planner, and \$10,000 in reserve just in case.

Town Counsel Budget

This budget has a slight increase of \$13,000. If you look at the detail, it tells a slightly different story. Town Administrator Palmer has projected \$100,000 for Kopelman and Paige because the Town is doing a lot of assistance to the Planning Board. There are a lot of complex applications coming in. There is \$15,000 in the budget for alternate counsel. Essentially that will cover the items Jamie Viera is still working on. There is a decrease in the amount for Labor Counsel because all of the contracts are negotiated. \$50,000 has been added in for By-law review. Town Administrator Palmer does not think it is enough, but she wants to start a review of the zoning by-laws to make sure that they are consistent with MA General Law, and that they support the direction that the community wants to go in, in relation to land use. Kopelman and Paige would do the review and write the revisions.

Chair Wisotzky had a question about Labor Counsel. If the labor was added into the Kopelman and Paige contract, would it be the same amount or less? Town Administrator Palmer replied that it would most likely be less, because their proposal included labor. Mr. Dolan has a contract with the Town to handle the labor issues, however Kopelman and Paige has a very strong labor division, and she believes it's something to look at.

Selectman Weinstein asked how the \$50,000 amount was arrived at for the by-law review. Town Administrator Palmer explained that she put in what she felt could be afforded. She has been told that it's a very expensive endeavor. Her anticipation is that the dollar amount could be double. She has asked Kopelman and Paige to think about it, but she does not have a dollar amount from them yet. Ms. Meads asked if the review could be budgeted out over a series of years, to which Town Administrator Palmer said yes. Chair Wisotzky asked if a broader conversation on land use could be had, and in turn, have that inform the zoning by-laws. Town Administrator Palmer stated that engaging community conversation first would be a good idea.

Selectmen Weinstein asked what it would take to have a serious look at consolidating labor counsel into the current contract with Kopelman and Paige. The contract with labor council is an annual contract which just renewed in October 2015. It does have a 30 day termination clause in it. What concerns Selectman Weinstein is that there was a "hiccup" in the labor negotiations, which he assumes would become an additional hourly charge.

Vacation/Sick Leave

\$15,000 has been put in incase someone leaves unexpectedly and the Town needs to pay out their vacation and sick time. There are three people on the Police Department who are eligible. There are also some people on the DPW; however she does not think they are ready to go. Town Accountant Brazil explained that this is more for if someone is "hit by the proverbial bus". Traditionally, that larger pay outs are scheduled, and separately funded.

Cable Television Advisory Committee

The money in here is offset by money from the Cable Access Fund. Town Accountant Brazil explained that the Town receives revenue from Comcast each month and 41% of that gets paid directly to the LCAT which does all of Truro's local broadcasting. What the Town retains offsets this budget and any capital purchasing that the Board requests to redo their meeting room, purchase equipment, etc. Town Administrator Palmer also stated that the videographer is paid from this money. Chair Wisotzky brought up the idea of broadcasting the Truro School Committee meetings. Selectman Burgess thought that was completely up to the School Committee. Town Accountant Brazil stated that they are still a function of this community, so she believes that anything which is discussed in open session at the School Committee meetings would be public. She did agree with Selectman Burgess in that educational issues are "hands-off". Town Administrator Palmer suggested that they look into it. Chair Wisotzky said that they had a joint meeting with the School Committee and they could discuss it then. Selectman Weinstein asked if the Cable and Internet Advisory Committee was fully staffed. Town Administrator Palmer stated that there is only one person on the committee right now. She's been thinking about reconfiguring that committee to include some staff people on it to keep it moving. She's thinking the IT Director, the Town Accountant, and one of the Executive Assistants, should serve on that Board in order to have a quorum. Chair Wisotzky suggested having someone from the Truro Chamber serve as well.

A short discussion was had regarding the amount of members on the Recreation Committee.

Town Hall Operations

There is an increase of \$3,550 for emergency repairs. Chair Wisotzky asked what the \$100 amount was for the Provincetown Water Department. Town Accountant Brazil explained that some buildings need to pay a minimum metering fee.

Annual Town Report and Town Meeting Warrant

The figure is at \$9,000.00. We spent \$6,500.00 in FY15, and Town Administrator Palmer is not sure how much the printing will be this year. Town Accountant Brazil stated that the cost depends on the size and number of pages of the report.

Workers Compensation

There is a slight increase to reflect what the Town paid this year. Town Accountant Brazil stated that this is two years in arrears so the exposure for fy17 will be projected on the actual experience from fy15. This figure also covers the annual audit. At the end of the year, the auditors come in and look at all the subcontractors that the town has paid. If those subcontractors do not supply their own workers compensation coverage then the town is assessed a percentage of the total amount which has been paid to them. That assessment goes into a workers comp fund every year.

Unemployment

In fy15 \$92,300 was spent. The budget is set at \$92,000 and only \$7,092 has been spent so far. There was a separation mid-January that will result in unemployment.

Municipal Liability Insurances

Town Accountant Brazil explained that this is for the Towns' auto, property, casualty, school board licensing, school nurse, "umbrella" policies. Cabot Risk is the carrier. There is a slight decrease in the budget.

COLA Undistributed

Town Administrator Palmer explained that this is where they budget for increments for union negotiations. This year \$103,500 has been budgeted because they had to negotiate with all the unions. They just settled with police, and have not distributed it yet. Next year will only include funding for non-union personnel, and that is a 1% increment that's being budgeted.

Capital

Right now it's looking like the big increase in the budget is sitting right in the Capital Budget. This figure represents what everyone requested. Town Administrator Palmer does not anticipate putting everything requested in the budget; however she wanted them listed in order to prioritize. Upon a request from Chair Wisotzky, Town Administrator Palmer gave her recommendations;

1. The two pieces of software for the Beach and Recreation Department (beach software and sticker sales) has got to be done. They are \$10,000 each.
2. New Recreation software. Town Administrator Palmer thinks it will help with the enrollment process. She's willing to defer it if there are other things that the group feels are more important.
3. The pickup truck, and the lawn mower, at the DPW.
4. The DPW has not settled on software yet, and she would defer that.
5. The Public Safety Facility carpet and matting.
6. The key fob system for the Public Safety Facility would be to build on what exists in the Community Center. Town Administrator Palmer believes that the \$45,000 estimate is a bit high.
7. Exterior door replacement at the Public Safety Facility.

Town Accountant Brazil stated that she believed the replacement of the Public Safety Facility carpeting and matting was on the docket to be deferred. Town Administrator Palmer stated that there was approximately \$195,000 in here, for what they thought needed to be placed into a reserve account for when the radio system at the Police Station needs replacing. Ms. Meads suggested placing the money in the account as a place-holder, but not doing anything with it until a decision is made. This would be done every year, for three years. Mr. Panessiti suggested placing this amount in a "grey" line item. His inclination is to start allocating money for the system. Town Accountant Brazil stated that they are looking at reserving this money, knowing full well that it's not going to be expended this year. The State will not allow the Town to simply appropriate, and leave in a fund balance, for future expenditures. This will most likely be a request to transfer to a reserve account. This will require town meeting action.

Mr. Panessiti left the meeting at 9:50am.

Town Administrator Palmer is going to get someone to give the town a better quote on the chairs and tables for the Police Station.

Town Administrator Palmer would not recommend purchasing an Animal Control truck. The DPW has told her that they can keep the current truck running for another year. She also feels that the recreation software is more important than the beach vehicle.

There was then a short discussion about resealing the school parking lot.

The Library has asked for someone to come in and take a look at whether they are using their space to the best potential. Both Mr. Wood and Chair Wisotzky did not feel that this would be a high priority item.

Town Administrator Palmer added that there were some items missing from the list:

1. \$120,000 is needed to fix the gate at the end of the East Harbor culvert that is on Town land. That potentially could be a free cash transfer out of this year, depending on what the town looks like in April.
2. Town Administrator Palmer has asked Chief Collins to see if he could find a demonstrator, and get some quotes, for a tanker truck. The quotes he has received for the grant are \$250,000-\$350,000. The current tanker is starting to leak, and it cannot be repaired.

Chair Wisotzky also noticed that the closing off of the Selectmen's Meeting Room, and reconfiguring it, was not in the budget. Town Administrator Palmer believes that can be done without including it in the capital budget.

Mr. Wood noted that about \$120,000 in items have been not recommended, balanced against the \$320,000 (and the East Harbor culvert repair and the tanker truck) it looks like the budget is going up by approximately \$200,000. Town Administrator Palmer confirmed that, and said that they may want to take a step back and reevaluate certain items. Town Accountant Brazil asked if she would consider borrowing authorizations of \$250,000 for the tanker. If they do a short-term and pay it off in five years, as opposed to doing an appropriation for the whole amount in one year, the only thing increasing is the annual interest which would go into the short-term interest account. It probably would not add significant amounts of money to the acquisition cost because the interest rates are so low. Town Administrator Palmer thinks this is a good idea. Town Accountant Brazil explained that the warrant article would be an authorization for the Treasurer to borrow "x" amount of dollars for that specific purpose, and then we don't have to take it to bond. This can also be done for the culvert, because it's a fixed asset.

Chair Wisotzky stated that next week would be their last meeting where they will do a wrap-up of the budget. Town Administrator Palmer said that she would give them the last of the reserve accounts, the other quarterly report that gives department totals. There will be some more staff recommendations, and they are looking at what two days the Transfer Station could be shut down. There was a short discussion about single-stream recycling.

Town Administrator Palmer also noted that all the Boards and Committees have small amounts of money budgeted. She is going to pool all that money together and place it under the Administrator budget so that it's easier to account for.

Selectman Weinstein made a motion to adjourn at 10:00AM.

Selectman Burgess seconded.

All participants voted in the affirmative.

Respectively submitted, Noelle Scoullar, Executive Assistant

Board of Selectmen

Paul Wisotzky – Chair

Absent
Jan Worthington – Vice Chair

Maureen Burgess – Clerk

Absent
Jay Coburn

Robert Weinstein

DRAFT

Noelle Scoullar

From: [REDACTED]
Sent: Wednesday, February 24, 2016 12:50 PM
To: Noelle Scoullar
Subject: Re: Review of Budget Task Force Minutes from February 1st

Thanks Noelle, all good by me!

Sent from my iPad

On Feb 24, 2016, at 10:21 AM, Noelle Scoullar <nscoullar@truro-ma.gov> wrote:

Good Morning Lori, Robert and Richard,

Attached are the minutes from the February 1st Budget Task Force Meeting. Please review these minutes and respond back to me only with your corrections, etc. If all is okay, simply send an email stating that you have reviewed them, and that they are fine.

Thank you!

Noelle

<Budget Task Force Minutes - 16-02-01.pdf>

Noelle Scoullar

From: [REDACTED]
Sent: Wednesday, March 02, 2016 11:44 AM
To: Noelle Scoullar
Subject: RE: Review of Budget Task Force Minutes from Feb 22nd

Oh, yes I thought it was fine.

Lori F. Meads

Vice President / Marketing & Administration
BSA Officer
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SEAMEN'S BANK
MEMBER FDIC/DIF



PROVINCETOWN 400
1620-2020

 Think GREEN before printing this email

From: Noelle Scoullar [<mailto:nscoullar@truro-ma.gov>]
Sent: Wednesday, March 02, 2016 11:38 AM
To: Lori Meads
Subject: RE: Review of Budget Task Force Minutes from Feb 22nd

Did you ever get a chance to look at the ones from February 1?

Budget Task Force
Selectmen Meeting Minutes
February 22, 2016 – 8:00am
Truro Town Hall

Selectmen Present: Chair- Paul Wisotzky, Robert Weinstein, Clerk-Maureen Burgess, Jay Coburn

Finance Committee Present: Robert Panessiti, Richard Wood, Lori Meads

Staff/Others: Town Administrator-Rae Ann Palmer, Town Accountant-Trudi Brazil

The meeting was called to order by Selectmen Chair Paul Wisotzky at 8:05am. A quorum was had by both the Board of Selectmen and the Finance Committee.

Town Administrator Palmer started with a printout showing the original 2016 appropriation from Annual Town Meeting and the revised budget which includes any of the Capital Exclusions.

The Board of Selectmen salary was upped to \$5,000 per Selectperson. Chair Wisotzky has had second thoughts about this. He would rather increase the Board of Selectmen budget to enable holding a summer meeting for part-time residents. The money could be used for mailings. Selectman Coburn objected to the mailings because a mailing is not done for year-round residents as well. He pointed out that the duties of the Chair of the Board of Selectmen are more time consuming, than the rest of the Board, and he would be in favor of upping the stipend for the Chair of the Board of Selectmen to \$5,000.

Chair Wisotzky recused himself from this conversation.

Mr. Panessiti stated that the salary of the Board of Selectmen is a Finance Committee motion. Mr. Weinstein feels that this is a reasonable request. It was suggested to lower the increase to \$1000. Another suggestion was to see what the other 15 Towns pay their Selectmen. Town Accountant Brazil stated that they could leave the amount in the budget and amend down. Chair Wisotzky then asked if some money needed to be placed in the budget to hold a summer meeting for part-time residents. It was agreed that no extra money was needed.

The Town Administrator Budget reflects splitting the Assistant Town Administrator/Town Planner position into two separate positions. It also reflects putting a 25 hour per week position in for the Town Planner. Town Administrator Palmer has some misgivings about decreasing the hours for that position, but she does not feel there would be a lot of support to have two full-time positions where there was once one. The Assistant Town Administrator will do the HR functions, and provide consistent support to the administration side, instead of focusing all their attention on planning. The Charter states that Town Administrator Palmer can reorganize the operations any way she wants but she cannot fill a position until it's funded. Both Ms. Meads and Mr. Coburn encouraged advertising for the Planner position to be done soon. Chair Wisotzky asked how much it would cost to make the Planner position full time. Both Town Accountant Brazil and Town Administrator Palmer stated that figure would be around \$30,000. There was discussion regarding whether the position had enough work to warrant being full time. Mr. Coburn then asked about moving Zoning staffing into the Planning position. Town Administrator Palmer plans on doing just that.

The Finance Committee has no increase.

The Town Accountant has a small increase (for wage increases that were either part of the contract negotiations with LIUNA, or with the Town Accountant and the Town Administrator).

The Assessors Department has an increase to five days, instead of three, for the part-time clerk. This is already a benefited position. The employee does not take the town insurance. Mr. Coburn asked if there has been a decrease in outside cost now that the full time employee is out in the field on a daily basis. Town Accountant Brazil stated that the Paul Kapinos portion has not changed because they are paid for the revaluation and evaluation work, but no data collectors have been needed to be brought in, nor data entry people. She believes there was a \$7,000-\$8,000 expenditure the last year of Linda's tenure, \$2,000-\$3,000 when Belinda came on and no outside support since Ms. Fryxell has been hired. The increase in the Assessing Department also includes the Paul Kapinos increase. The increase is

not exclusively a wage/personnel increase. To increase the office assistant hours to full time would cost approximately \$15,000. The Kapinos contract is going from \$18,000 to \$30,000. Deputy Assessor Fryxell is decreasing other parts of her budget to absorb as much of the increase as possible.

The Town Clerk/Treasurer/Collector budget has an increase in salaries from the negotiation with LIUNA.

The regular Town Counsel budget is lower because all of the contracts have been negotiated for three years. Some money has been left in because there seem to be some labor issues. There is a \$50,000 increase to start a review of the zoning bylaws. Kopelman and Paige have stated that it is a very large project and Town Administrator Palmer believes it should be done in chunks.

The vacation/sick leave contingency, pending salary and wage adjustments, is slightly down. Right now, that figure includes funding for the Board of Selectmen to negotiate with the Town Administrator for her contract, and funding to continue the review of positions (independent of the salary and wage study which was done). There is \$27,200 in there for potential reclassifications.

COLA is just for non-union. Everyone else's is built into their budgets.

The Information Technology Department's increase is for the email system. More email addresses were added to cover the Health Board, Planning Board and Zoning Board of Appeals. The new switches for the new phone system are also in this budget.

The registrar line is for the Presidential Election.

Money was added in to the Conservation Commission budget to enable them to do an educational piece. There are concerns that people do not understand what it means to live in a protected area, and the Conservation Commission would like to do an educational piece which would be mailed out.

The Town Hall Operating account has a line item for "unexpected repair" which is trending upward by \$3,000 each year. Town Administrator Palmer has placed that amount of money in that line item.

The Police Department has an increase related to wage adjustments. The amount in the budget is an estimate because the person who finishes the payroll from the union negotiations has been out.

The Fire Department has minimal increases.

The Animal Control Officer is requesting money in case she needs to impound an animal, and supplies for that animal.

Right now, the assessment for the Cape Cod Regional Technical High School is an unknown. Town Administrator Palmer thinks it will be significantly higher than what is estimated. The school has not responded to repeated requests for that dollar amount however they would like to come before the Board of Selectmen to present. They are scheduled on the March 22nd agenda.

Town Administrator Palmer would like to look at the Department of Public Works as a suite of departments. The decrease is because money was added in to fix the HVAC at Special Town Meeting and to do a Needs Assessment. Town Administrator Palmer has not kicked off the Needs Assessment yet because she is talking with the State about taking over (or sharing) the DOT garage. That will inform how detailed a Needs Assessment needs to be done.

The big change in the DPW suite of budgets is the Transfer Station. There was a resignation from the Transfer Station. Rather than fill that open position, this budget reflects hiring two part-time, seasonal workers to fill in from May 1st through the end of October. The full time position will not be filled. They are also recommending closing the Transfer

Station on the off-season holidays, and closing two days per week. What is being talked about is taking a portion of that full time position and creating a part-time janitor to fill in at the Community Center, and at Town Hall, on weekends for meetings and special events.

Town Administrator Palmer is recommending starting to look at Public Works as one department instead of five. She has asked the Town Accountant to do it as one department when presenting at Town Meeting. The group was fine with that suggestion. Another item being recommended is to go to single-stream recycling. The Board of Selectmen needs to meet with the Board of Health to talk about changing fees.

The Board of Health budget has wage increases and the Assistant Health/Conservation Agent's salary in it.

The Council on Aging budget has wage increases.

The Public Library budget has wage and materials increases. The increase which is mandated to keep their certification is projected at \$65,000. CLAMS and electricity have both gone up. They have put in an additional \$1500 to create a new website, and another \$1500 for mailings.

The Recreation Commission has an increase in funding for a part-time administrative person who would work more hours in the summer and less hours the rest of the year. Town Administrator Palmer recommends this new position as she sees the Recreation Director accruing lots of comp time, and the Assistant Recreation Director is getting paid some overtime. Mr. Wood suggested a balance by restructuring the fee structure. Town Administrator Palmer stated that she and Recreation Director Clark have discussed a three-tier fee system. Recreation Director Clark is also compiling data regarding how many resident vs. non-resident children attend the programs. Chair Wisotzky is gathering from the discussion that if the new position could be funded by an increase of fees, that would be okay. Town Administrator Palmer stated that it would be a lot of money, and she's not sure that's attainable.

The Pamet Harbor Operations Budget has a contingency fund related to the ADA.

The budget is just shy of \$100,000 in increases in County Retirement, Workers Comp and Health Insurance. Health Insurance premiums, based upon which plan is chosen, will go up by either 9% or 11%.

Town Administrator Palmer is recommending a \$120,000 Capital Exclusion to fix the end of the pipe at East Harbor. She continued by going over a list of recommended items (lawn mower, pick-up truck, software, Public Safety Facility improvements, two police vehicles, chairs and tables for the meeting room in the Public Safety Facility, recreation/sticker software, and a space analysis for the library).

Town Administrator Palmer brought up cutting the Building Commissioner's hours. Right now that is a full time position. Cutting those hours would be a reduction of \$16,000 to that wage line. Her recommendation is to take that position down to four days to start. If everyone is comfortable with that, they will add that in to the budget.

Mr. Wood asked how the purchase of the police radios would be handled. Town Administrator Palmer is suggesting establishing a separate stabilization fund for Capital purchases. Since it is known that the purchase will not happen this year, they would transfer free cash, or other available funding over to the Capital stabilization fund. When the Town is ready to make the purchase, it would be brought to Town Meeting (special or annual) and transfer from that fund. Mr. Wood asked if they had to go to Town Meeting this year to establish the fund. Town Accountant Brazil confirmed, yes. Town Administrator Palmer also stated that she is not recommending any free cash transfers at Annual Town Meeting. Mr. Panessiti asked about the encumbrance of the reserve fund. Town Administrator Palmer has a conference call with the Army Corp of Engineers to talk about the scope and cost of the Pamet project.

Chair Wisotzky reviewed the request for job positions and asked Town Administrator Palmer to prioritize them. Town Administrator Palmer placed them in order of; Town Planner, increase to Assessor Clerk hours, and then the Administrative Assistant in Recreation.

Mr. Panessiti asked what they have been trying to accomplish over the last few years. They are trying to assess employment, how they are spending money, and where the burden is going to go, philosophically, on the expenses of the Town as it grows. If the positions are going to help the town run more efficiently, if it is a net-net reduction in expenses, that's great. If the message is that they are looking at staffing and creating a more efficient, cost-effective system, then that's the message. Chair Wisotzky added that they are also not skimping on service. Town Administrator Palmer added that they are aligning the operations with the values, goals, and objectives of the community.

There was a discussion about benefiting the Fire Department. Concerns were aired. Town Administrator Palmer is going to speak with Fire Chief Collins. She is concerned that the Town is not treating these employees fairly. These employees are working 40 hours for zero benefits. Selectman Coburn has the same concern. Mr. Panessiti stated that this is where Chief Collins can advise. Is it more cost effective to benefit these people vs per diem with no benefits? Town Administrator Palmer believes she needs to get labor counsel's opinion.

Selectman Coburn would like to know where they stand on the request in to the CPC for housing. Town Administrator Palmer stated that it's going to be recommended. Selectman Coburn believes that housing is a significant priority for the Board of Selectmen. He suggested that instead of having a "housing specialist" that perhaps having a Planner/Housing Specialist. He is worried that the Town will get in a position where they have difficulty funding a position on a year-to-year basis. Town Administrator Palmer asked if CPC funding could be used toward paying a person on the town side. Town Accountant Brazil explained that there are percentage requirements. Chair Wisotzky is worried about having a 25 per hour/per week Planner, the CPC article fails, and then the town is left with nobody to pick up some of the stuff, housing-wise. There was general agreement regarding hiring a full time Planner. Town Accountant Brazil asked if Town Administrator Palmer had a reasonable hourly figure for the Planner position. Town Administrator Palmer stated that she would need to do some research.

Mr. Panessiti alerted the group to possible push-back from citizens due to shifting the burden of cost more to the non-resident taxpayers. They should be prepared for people to voice their complaints that the increase in fees, etc., is not fair and they should be ready to hear those complaints and then explain that they feel that it is fair.

Mr. Wood brought up the differential tax rate. He wants to know what the goal is. The Town has residents in need of some type of relief, and then there are residents that are not in need. Town Administrator Palmer stated that they need to look at what MA General Law would allow them to do. Selectman Coburn explained that the Town does not have the flexibility to solve the problem. The residential exemption does not have a lot of flexibility. They are asking for the analysis for if the Town does this, how does it play out. Selectman Burgess asked if there were a way to do an indexing of sorts. There is an assumption that all non-resident taxpayers live in very expensive homes. Many inherited their homes from their parents, and they are quite modest. Selectman Coburn explained that modest homes would not have such a large increase. Town Administrator Palmer stated that it's based on an average house rate. Chair Wisotzky informed the group that the average assessed rate for fy2016 is \$738,306. Nobody over that amount will qualify for a reduction in their tax rate, anyone under that amount would. Selectman Coburn then posed the question; could you then look across the board, and exempt the first \$200,000, \$300,000, \$400,000. Town Administrator Palmer pointed out that doing that would change the tax rate for everyone. Selectman Coburn has had numerous conversations with part-time residents who are amazed at how low their taxes are, compared to what they are paying on their full time home. Town Accountant Brazil wants to bring in to the conversation, property investors. Lots of properties are purchased by investors.

Selectman Coburn made a motion to adjourn at 9:50AM.

Selectman Burgess seconded.

All participants voted in the affirmative.

Respectively submitted, Noelle Scoullar, Executive Assistant

Board of Selectmen

Paul Wisotzky – Chair

Absent
Jan Worthington – Vice Chair

Maureen Burgess – Clerk

Jay Coburn

Robert Weinstein

Noelle Scoullar

From: [REDACTED]
Sent: Wednesday, March 02, 2016 11:35 AM
To: Noelle Scoullar; robert.panessiti@ubs.com; Rich Wood
Cc: Nicole Tudor
Subject: RE: Review of Budget Task Force Minutes from Feb 22nd

They look fine to me thanks Noelle!

Lori F. Meads

Vice President /Marketing & Administration

BSA Officer

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SEAMEN'S BANK
MEMBER FDIC/DIF



PROVINCETOWN 400
1620-2020

 Think GREEN before printing this email

From: Noelle Scoullar [<mailto:nscoullar@truro-ma.gov>]
Sent: Wednesday, March 02, 2016 10:09 AM
To: [REDACTED]
Cc: Nicole Tudor
Subject: Review of Budget Task Force Minutes from Feb 22nd

Good Morning Bob, Lori and Rich,

Attached are the Budget Task Force Minutes from February 22nd, 2016. Please review and send me your approval or corrections/additions.

Thank you!
Noelle