

FINANCE COMMITTEE
PUBLIC MEETING
Judge Welsh Room, Town Hall
Provincetown MA

WEDNESDAY NOVEMBER 13, 2019

Members Present: Mark Hatch (MH), Chairman; Mark Bjorstrom (MB); Mark Del Franco (MDF); Kathleen Goodwin (KG); Chip Cappelli (CC); Dorie Seavey (DS); Bertram Perkel (BP), Alternate.

Excused Absence: Scott Valentino, Vice-Chair Duane Steele.

Staff Present: David Gardner (DG), Acting Town Manager; Josee Young (JY), Finance Director.

Others Present: David Abramson, Select Board Chair.

1. Town Financial Review and Auditor Report with Josee Cardinal-Young.

JY addressed the prepared report regarding Budget to Actual Results for the YTD FY 2020 Revenue; said expenditures are all in order with monies to be spent on all items. MH recommended keeping an eye on budget projections going to negative for next year and ignoring expected new revenue streams until then, as well.

JY reported that all State filings have been completed by the auditors and Free Cash has been certified as 1.8 to be spent at the April Town Meeting. JY said that July is the only month for which returns on the short-term rooms' tax is available and that this figure is at a 16% increase from July 2018, but that it will take a while to get accurate information on the data to make correct comparisons and contributions.

MB said he thought he'd heard that a marijuana shop was to open in January. JY said funding based on indicators is unreliable, cited two additional seasonal police officers were predictably funded at 54k from forecasted marijuana tax revenue and that a 3% increase was expected which then came in at under a 1% increase for FY2019; added that Parking needed a little break based in its recent allocation and the Capitol Improvement Project.

2. New member(s) introduction.

MH introduced new Full Board Member, Dorie Seavey, and Alternate, Bernie Perkel, to the public and announced that former Town Manager, David Panagore, would be joining the Board as an Alternate, having kept his residency.

Board Members and Editorials

Dorie Seavey referenced Mr. Panagore's recent editorial in The Independent in asking if an elected or appointed Board member may at any time express a personal view on

television or radio. DG said a sitting Board member or elected official does not relinquish his or her personal rights and, by way of reference, that Mr. Panagore was not a Board member when he penned his recent op-ed in The Independent regarding his views on the upcoming Town Meeting, but that individuals who are also Board members should make it clear that their commentary is purely of a personal regard and not in an official capacity, or stated on behalf of any Board. MH opined on the subject in saying that he understood Mr. Panagore was invited to write his op-ed by The Independent, but that personally he would never write an opinion and sign it as Chair of a committee and that a vote should be taken if something was to be written in such a capacity.

MB noted that a Board member speaking in an official capacity at Town Meeting is then permitted to cross the table and speak from the position of a private citizen. MDF said he is online a lot and tries not to speak or discuss items coming before the FINCOM before the Board has had an opportunity to speak on the matter in meeting, that he respects the open meeting laws and related that Board members have a chance to make opening public statements when at meeting.

3. Discussion on upcoming STM. Votes may be taken.

Article 1. Petitioned Article – Fire Department Sub-Station at 3 Jerome Smith Road

To see if the Town will vote to dedicate the three parcels of land located at 3 Jerome Smith Road, 3-R Jerome Smith Road, and 3-A Jerome Smith Road, which are shown as Lot 3 on a plan filed with the Barnstable Registry District of the Land Court as Land Court Plan 28781-A, Lot 24 on Land Court Plan 28781-N, and Lot 30 on Land Court Plan 28781-P, which are described in Certificate of Title, Number 135188, and which were acquired for general municipal purposes, for use as the site for a new police station, for a future Fire Department substation (to provide additional garage bays for the Fire Department and Rescue Squad and bunk space for Rescue Squad personnel), and for an outdoor training facility for the Fire Department, or take any other action relative thereto.

Mr. Abramson spoke on last night's vote of 0-0-5 regarding approval of the Fire Department Sub-Station proposal scheduled for vote by the Town at Special Town Meeting, December 2, 2019; said the CIP request to do the needs analyses should be done first before determining what parcels of land might be used, and that since the property is marked for municipal use it should not be restricted for one use only.

DS asked if the current needs for a fire Department substation and outdoor training facility were indicated in last year's CIP or the Town report from the Board of Fire Engineers, which DG said they were not. MDF said he watched the meeting of the Select Board and the Fire Department where the issues of the OMS were raised.

DG related a number of complaints that had been fielded regarding the Town's rescue services, and that he understood all complaints have since been resolved or dismissed; said the State has determined that Lower Cape ambulances are not acceptable to transport patients to Cape Cod Hospital in Hyannis and that a remedy must be sought for local services therein and that the need for additional space to that end is what has

prompted the request from the Fire Department Chief who is working in consideration of the VFW site.

MB asked what happens to the \$8.6 million approved for the new police station at the same site if the Article is approved at the December 2nd STM. DG said those funds are still in place and appropriated and that about 800k of that sum has already been spent, to which MH said is actually well over a million dollars.

Mr. Abramson said the Department of Public Works site has also been considered in terms of new space allocation, and noted that the Town had voted to appropriate funds to spend on the RFP process, of which about \$70,000 had already been spent; said that about 44 to 51 units are currently on the RFP depending on whether the sites have been combined and that the desired demographic is 60-80% AMI.

Mr. Abramson also reported that the Select Board has opted to wait until a new Town Manager is brought on to continue the discussion of the new police station. DS asked if the Police Chief was involved in the current petitioned article on the Warrant to which Mr. Abramson said he did not believe so based on second-hand information. MB asked if the Fire Chief was available to meet on the matter, to which MH said he would be contacted for a future consultation but that he was not available for today's FINCOM meeting. MB said he is not comfortable going to vote on the Article until hearing from the petitioner.

MB asked if the RFP that is earmarked for housing ready to go out in February should play into today's vote, to which MH and JY said it should. DG said the Jerome Smith parcel across the street would still be available for vote on usage should the Fire Dep't. substation article pass at Town Meeting. MH said the problem with this proposal is that there is no data, and that a study could be approved by vote at the spring Town Meeting.

MDF said that in the Chief's defense he understands his motivation in that there are a lot of infrastructure needs vying for attention and noted that the Town wholly supports the Fire Chief but that it would be prudent to step back and look at all the moving pieces of the various site needs and proposals, including police, fire and housing plans.

MB asked what other committees will vote on the petitioned article. DG said every Town board has the opportunity to weigh in, although the nature of Town Meeting does not require it; said Year Round Market Rate Rental Trust voted to not recommend by 4-1-0. MH said he thought Housing would be coming to a vote and expressed his discomfort in not having a report in front of him or more information regarding the petition to make an informed decision; expressed frustration at sitting on committees when a great deal of time is spent on issues in a climate when the public thinks that nothing is getting done.

Mr. Abramson remarked that there is a CIP request by the DPW for a new building and agreeing with MDF that a broader, more inclusive discussion for all property concerns is prudent. MB said it was important to note the FINCOM'S past support for housing needs.

MB made a motion to not recommend the Article as printed for vote at Town Meeting. MDF seconded the motion and it passed, 6-0-0; MB, MDF, MH, KG, CC, DS.

MH said he supports the work done by the Fire Chief, but thinks that this is out of process.

4. Review of any minutes available, votes may be taken.

Three sets of minutes were available for approval but the FINCOM was not prepared to review and approve them at this time. The invoice was approved and it was decided a would be made at the next meeting pertaining to meeting minutes for February 8, 2019; February 14, 2019 and March 19, 2019.

5. Town Financial Review and Auditor Report with Josee Cardinal-Young.

JY said the expenditure of the Reserve Fund is not spent out of the FINCOM budget and so appears as blank in the current report, but said she could provide an analysis if requested; reported a 2.5% increase over the past three or four years. MH responded in saying that he felt 2.5% made sense.

MB asked per the \$125,000 in the Reserve Fund for FY2020, which JY said was on budget and MH said the biggest expenditure is for a student tuition coverage allocation, and that there is also money needed to cover minutes-taking. MDF added that participation by the FINCOM at the Mass Municipal Association is another cost.

Mass Municipal Association

JY announced that the next MMA is scheduled for January 24 and 25, 2019 at the Convention Center and Town will reimburse for the registration fee by check, while the FINCOM will pay up front for travel and hotel and then invoice for reimbursement.

6. Upcoming meeting schedules for budget season as well as any STM meetings required.

MH noted fourth week in January as the general time-frame for budget hearings which is tentatively scheduled as Jan. 20th, generally 10am to 2pm; other dates discussed for call-backs as needed. MB said he was gone for a month starting February 27th. JY handed out last fiscal year's schedule for comparisons after which MH changed the first meeting in the series for the week of Feb. 3rd. Mr. Abramson said the last budget review meeting for the Select Board would be Wednesday, Jan. 22nd, and January 27th as the last regularly scheduled BOS meeting. MH said there is a typical FINCOM meeting in January for spring Warrant items, proposed Tuesday, January 21, 2019.

MH said that Alternates attend meetings for quorums and that seven is a normal, or formal, quorum.

MH announced a pre-BOS/FINCOM meeting on Monday, December 2nd. JY said she would provide the Reserve Fund history at that time.

7. Any other business that may legally come before the Committee.

Minutes

Recording Secretary, Jody O'Neil, spoke of the need for posting meeting minutes.

Harbor Hill Project

MDF expressed his appreciation to JY for her work with the Housing Trust and asked which contract would be renewed, to which JY replied was the Management contract with the Community Development Partnership. MDF asked if there have been discussions on cost review or management fees. JY said not that she is aware of at this time. MDF asked if there was a deed restriction at Harbor Hill pertaining to affordable housing, which Mr. Abramson said he thought he remembered hearing was reliant on ADA compatibility.

MH adjourned the meeting at 12:10pm.

Respectfully Submitted,
Jody O'Neil