



# Finance Committee

Finance Committee Meeting Minutes  
Monday, August 10, 2009 @ 3:00 pm  
Larkin Hall at the Provincetown Center for Coastal Studies  
Called to Order: 3:00 pm

## Membership:

<b>P</b>	<b>E</b>	<b>U</b>	<b>Name</b>	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Thomas Coen, Chair	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Ann Maguire, Vice Chair	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Virginia Ross	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Thomas Thurston	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Frederic Biddle	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Philip Gaudiano	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Gabrielle Hanna	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Daniel Hoort	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	David McChesney	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Erik Yingling, Alternate	<input type="checkbox"/> Voting
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Oliver Kamm, Alternate	<input checked="" type="checkbox"/> Voting

(Note: **P** = Present **E** = Excused **U** = Unexcused)

This meeting was filmed and is available on DVD at the Provincetown Television office.

### Also Present:

Alix Heilala, Finance Director	Douglas Johnstone, Town Clerk
Sharon Lynn, Town Manager	
David Gardner, Asst. Town Mgr.	

### Order of Business:

1. To interview candidates for the open alternate position on the Committee.

2. To review the committee’s recommendations for the FY11 budget process.
3. To review the preliminary warrant articles for the September 14 Special Town Meeting.
4. To review the minutes of prior meetings as time permits.
5. To consider any other business that may legally come before the Finance Committee.

**Candidate Interview for the Open Alternate Position**

After being introduced to the Committee, Mr. Kamm made a brief statement about his background and qualifications for the Committee. Mr. Kamm then answered questions from Committee members. Mr. Coen and Ms. Maguire had previously spoken with Mr. Kamm and highly recommended him.

**Motion # 1:** To appoint Oliver Kamm to the open, alternate position on the Finance Committee.

Motion By: Ann Maguire		Second By: Frederic Biddle	
For: 6	Against: 0	Abstain: 0	Recuse:

After the motion was approved, there was a round of applause. Mr. Kamm was then sworn in by the Town Clerk and joined the Committee at the table.

**Recommendations for the FY11 Budget Process**

The Committee reviewed the “final” version of the document prepared by Mr. Coen for the 5:00 pm joint meeting with the Board of Selectmen. Mr. Biddle pointed out several typos in the document.

<b>Motion # 2:</b> To approve the Committee’s “Recommendations for the FY2011 Budget Process & Financial Management Policies” document, as amended.			
Motion By: Ann Maguire		Second By: Daniel Hoort	
For: 7	Against: 0	Abstain: 0	Recuse:

*(Note: The amended version is attached to the minutes of the 5:00 pm meeting.)*

**Preliminary Review of Articles for the September 14 Special Town Meeting**

Ms. Heilala stated that there will be two articles on the warrant. The first will ask for borrowing authorization for capital improvements to the water system. The second will ask for authorization to pay from the prior fiscal year.

**Water System Capital Improvements – Borrowing Authorization**

Mr. Coen distributed copies of documents he received from the DPW Director regarding various grant submissions to the USDA to fund a variety of water and wastewater projects. A local match will be required up to \$2.7M if all of the grants for water improvements are approved.

The Committee raised a number of issues and questions that will require a meeting with the DPW Director to address.

**Prior Year Bills**

Ms. Heilala is in the process of identifying leftover bills from last fiscal year that need to be paid this fiscal year. The number and dollar amount is not known yet. It’s not yet clear how these bills slipped through the year-end accrual process. Perhaps they were received too late from the vendors.

**Minutes**

The Committee reviewed the minutes of its July 13<sup>th</sup> meeting. Minor corrections were suggested.

<b>Motion # 3:</b> To approve the minutes of the July 13 <sup>th</sup> meeting, as amended.			
Motion By: Ann Maguire		Second By: Philip Gaudiano	
For: 6	Against: 0	Abstain: 0	Recuse:

**Other Business**

The Vice Chair, Ann Maguire, surprised Mr. Coen by presenting him with a birthday cake on camera.

*Mr. Coen recessed the meeting at 4:25 until the joint meeting with the Board of Selectmen at 5:00 pm.*

Next Meeting:	Monday, August 10, 2009 @ 5:00 pm
Adjourn:	Recessed at 4:25.
Minutes by:	Thomas Coen

Approved by  on September 13, 2009  
 Thomas Coen, Chair