



Board of Selectmen Regular Meeting Minutes March 15, 2016

The regular meeting was called to order at 6:00 p.m. in the Town Hall Hearing Room by Chairman Tolley. Selectmen present: Norm Holcomb, Jim Quirk, Tracy Post, and Michael Stone. Also attending: Interim Town Administrator, Peter Johnson-Staub.

1. Budget and Capital Plan Hearing

a. Town Operating Budget. Interim Town Administrator Peter Johnson-Staub presented a budget overview which adheres to the Board of Selectmen goals of remaining within the 2.5% levy limit. Highlights of the FY17 budget include a structurally balanced budget, no new staff funding other than one IT position being funded from Enterprise funds, the goal of limiting increases in union contracts to available revenue growth, a \$60,000 increase for snow and ice, \$250,000 for service enhancements, investments in economic development, and significant increases in reserves. Mr. Johnson-Staub explained the impact of the school budgets on the Town's FY17 budget.

Finance Committee members Chairman Joe Goldstein, Cathy Romboli, and Ken Mudie explained their approach to reviewing and recommending approval of the FY17 budget. The committee interviewed each department head and the schools to obtain detailed information on each department's budget. They feel confident and comfortable with recommending approval of the budget to the Board of Selectmen.

Selectman Holcomb had questions regarding free cash, how funds are accumulated, and how that money is spent. His concern is whether the free cash account is an appropriate budgeting strategy. Chairman Goldstein explained that he felt those funds were expended judiciously. He went on to explain one concern he does have for the future is the rise in salary expenses to be able to provide competitive wages for quality employees.

Selectman Stone also queried Mr. Goldstein on the free cash account and we should not be using free cash funds for any recurring debts. A discussion was held as to whether free cash and stabilization funds could be used to lower the tax rate on the taxpayers.

Public Comments:

Ms. Vida Morris commented on the \$40,000 expenditure for the beaches and asked what the return of the investment would be. IT Director Shawn MacInnes explained that the \$40,000 expense is not only for credit card access at the beaches, but also for the septage plant, the disposal area, and Bass River Golf Course. Parks and Recreation Director Pat Armstrong explained the need for wireless connectivity at the beaches to alleviate cash receipts. Many customers prefer not to carry cash and prefer to use credit cards exclusively.

b. Dennis-Yarmouth Regional School District (DYRSD) Budget and Capital Requests. Superintendent Woodbury, Finance & Operations Director Larry Azer, and School Committee members Joe Tierney, Phil Morris, Jim Dykeman, and Andrea St. Germain presented the DYRSD

FY17 budget. Mr. Azer explained how the school district develops their budget through revenue projections and expenses. The budget presentation included a breakdown of budget by area (instruction, transportation, facilities, etc.). Mr. Azer further demonstrated the District's high needs enrollment, teacher distribution, and new requests included in the budget (assistants, programs, and special education buses). He then discussed the school funding formula factors and enrollment trends. A line-item budget was included in the presentation.

Mr. Azer then proceeded to discuss the capital budget requests which include \$300,000 for a new telephone system, fencing for the maintenance area, security upgrades (cameras), and oil tank monitors that would provide alarms for any potential leaks. Yarmouth's share of the capital budget would be \$272,000. Mr. Azer then discussed the Mattacheese building project, the state grant process, and the feasibility study which is required by the Massachusetts School Building Authority (MSBA) before moving forward with a project.

PUBLIC COMMENTS:

Ms. Vida Morris commented on the rise of student population from Yarmouth and asked if the 73 student increase was all English Language Learners (ELL). Mr. Azer and Mrs. Woodbury explained the 10 year rise in ELL population rather than the 73 students this year being all ELL students.

Mr. Joe Goldstein asked if there has been any study showing cause and effect of why our District seems to draw a larger percentage of disadvantaged students compared to other towns or districts. Superintendent Woodbury was not aware of any particular data that would explain our District's higher percentage of disadvantaged students. Mr. Goldstein also asked if, in addition to summer meals, we provide other summer programs for students. Supt. Woodbury explained that the District does provide summer programs for certain students. An extended school year program is in place for special needs students, programs are also in place for high-risk students, a fee-based summer-care program is in place which is a self-funding program, and the District partners with the Recreation Department to provide summer programs and activities for students.

The Board then held a discussion of the feasibility study and the options available to them, either with or without Dennis' cooperation. The option of paying for the study entirely by Yarmouth was discussed to ensure we do not miss the opportunity to take advantage of the MSBA grant.

MOTION: To move that the Board of Selectmen support the Dennis-Yarmouth Regional School District's feasibility study borrowing authorization of \$750,000 with a Town share of \$418,000 to be paid from free cash.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

MOTION: To move that the Board of Selectmen support the Dennis-Yarmouth Regional School District's capital request for a debt exclusion of \$272,000 to fund improvements, fencing and security equipment, and a new telephone system.

Motion by: Jim Quirk

Seconded by: Mike Stone

Yea 5 Nay 0

Mr. Azer explained to the Board how the DYRSD operating budget was arrived at. The Board had questions regarding future anticipated spending, student population, and apparent increases in certain areas of the budget. Mr. Azer and Mrs. Woodbury explained their thoughts and expectations for the next fiscal year. At this time they have no data to support a significant increase or decrease in student population for the next school year but are dependent on the Board of Education arriving at the number of students before being able to assess each town's share.

Additionally, Mr. Azer explained the apparent increase in the Technology Department is misleading in that the line item for the technology staff was moved to another area of the budget from last year's budget.

MOTION: To move that the Board of Selectmen recommend approval of the Dennis-Yarmouth Regional School District's FY2017 operating budget as presented.

Motion by: Tracy Post

Seconded by: Mike Stone

Yea 5 Nay 0

c. Cape Cod Regional Technical High School. Mr. Jack Hannon and Ms. Chris Greeley opened the budget presentation by providing the Board with the names of Yarmouth students who were recipients of awards, certifications, and scholarships. Superintendent Bob Sanborn proceeded to brief the Board on the FY17 Cape Cod Tech budget, enrollment by town, enrollment trends, MCAS statistics, and graduation statistics. Mr. Sanborn discussed the breakdown of the budget and where each dollar is spent. The Board had no questions for Mr. Sanborn.

MOTION: To move that the Board of Selectmen support the Cape Cod Regional Technical High School FY2017 operating budget as presented.

Motion by: Tracy Post

Seconded by: Mike Stone

Yea 5 Nay 0

d. Capital Budget Committee. Chairman Lu Matrascia and committee members Charyn Tietge and Sandra Fife presented the FY17 capital budget to the Board. Ms. Matrascia explained to the Board how the committee reviews each request from department heads, what items qualify for a capital expenditure, vehicle guidelines, and how the committee reaches a recommendation. Ms. Matrascia explained each of the capital warrant articles and the committee's reasoning for recommending approval of each article.

The Board discussed coming up with a policy to evaluate the purchase of new vehicles. Currently, capital requests are submitted for new vehicles once a vehicle reaches either 7 years old or 100,000 miles which may not be realistic or necessary anymore given the improved engine life and performance of vehicles today. Ms. Matrascia replied that the Committee will work with the Town Administrator to develop a more detailed vehicle replacement policy. The Board had questions regarding the Library feasibility study and the YPD/YFD central dispatch feasibility study. Mr. Johnson-Staub explained that the central dispatch item has been broadened to allow funds to be used for a study, design, or physical improvements, and the two Chiefs have been charged with providing a plan and recommendation to the Board for a new central dispatch. Library Director Jane Cain explained to the Board that focus groups were held that provided input to the type of services and facilities they would like to see in the town's libraries. The library feasibility study will also include requesting input from residents on the improvements they would like to see in the libraries.

2. Board of Selectmen

a. Board and Committee Appointments

MOTION: To move that the Board of Selectmen accept with thanks the letter of resignation from Mr. John Hynes from the Community Economic Development Committee.

Motion by: Tracy Post

Seconded by: Mike Stone

Yea 5 Nay 0

b. Approval of Minutes

MOTION: To move that the Board of Selectmen approve the Board of Selectmen minutes of January 12, 2016, February 9, 2016 and February 23, 2016.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

c. Individual Items. None.

3. Town Administrator's Items

a. Consent Agenda.

- Yarmouth Parks and Recreation Application for Renewal of Special Entertainment License for movies on the beach at Bass River Beach

Donations:

• Parks & Rec	
- Elise Skibik	\$ 150.00
- Catherine Duffy	\$ 150.00
- Anonymous	\$10,000.00
• Health	
- Walgreens	<u>\$ 350.00</u>
TOTAL	\$ 10,650.00

MOTION: To move that the Board of Selectmen approve the Consent Agenda.

Motion by: Jim Quirk

Seconded by: Norm Holcomb

Yea 5 Nay 0

b. Town Administrator Updates. None.

4. Adjourn

MOTION: To move that the Board of Selectmen adjourn the meeting.

Motion by: Jim Quirk

Seconded by: Tracy Post

Yea 5 Nay 0

Respectfully submitted,



Linda Dennehy

DISTRIBUTED MATERIAL AGENDA PACKET

- Budget Overview PowerPoint Presentation
- Articles 2, 17-21
- Dennis-Yarmouth Regional School District FY2017 Budget Presentation
- Cape Cod Regional Technical High School FY17 Budget Presentation with line item budget
- Town of Yarmouth Capital Improvement Plan FY2017-FY2026
- Vehicle Information
- Letter to BOS from Mr. John Hynes dated February 29, 2016 re: Resignation from the Community Economic Development Committee
- Board of Selectmen Minutes of January 12, 2016
- Board of Selectmen Minutes of February 9, 2016
- Board of Selectmen Minutes of February 23, 2016
- Yarmouth Parks and Recreation Application for Renewal of Special Entertainment License for movies on the beach at Bass River Beach
- Memo to Interim Town Administrator from Director of Health dated March 7, 2016 re: Gifts
- Memo to BOS from Parks & Rec dated March 11, 2016 re: Donations
- ATM Warrant Article Summary
- BOS Projected Agenda Items
- Email from Selectman Holcomb to Interim Town Administrator dated March 8, 2016 re: MSBA Responses to Questions
- Email from Mr. Ed. McManus to BOS dated March 9, 2016 re: Letter to Governor Baker regarding Coastal Zone Letter
- YPD Press Release re: Outstanding Police Services for 2015