

**Board of Selectmen
Minutes of Tuesday, January 30, 2018
Bourne High School Library Media Center
Bourne, MA 02532**

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TA Tom Guerino

Selectmen

George Slade, Chairman
Peter Meier, Vice-Chairman
Judith Froman, Clerk
Don Pickard
Michael Blanton

TOWN CLERK BOURNE

2018 MAY -3 PM 4:04

RECEIVED

Note this meeting is being televised and recorded. If anyone in the audience is recording or videotaping, they need to acknowledge such at this time. Michael Rausch Bourne Enterprise - arrived at 7:04.

All items within the meeting agenda are subject to deliberation and vote(s) by the Board of Selectmen.

Documents

Meeting Called to Order

Chm. Slade called the meeting to order at 7:00 pm.

Moment of Silence for our Troops and our public safety personnel /Salute the Flag

Public Comment – Non-Agenda Items

None requested.

George Slade commented that this is the second meeting of the Selectmen that has been held at the Bourne High School media center because the Memorial Building is still under construction.

4) Approval of Minutes: Revote February 28, 2017

Voted Peter Meier moved and seconded by Michael Blanton to approve the minutes from February 28, 2017. Vote 4-0-1. Judy Froman abstained.

5) Correspondence

Judy Froman brought the Board up to date on the correspondence

A. Steve Kramer submitted a letter of interest to serve on the Recreation Committee

- B. Edward Brodzinski submitted a letter of interest to serve on the Selectmen's Taskforce on Local Pollution and Phase II Community Oversight Group for the Stormwater Management Group
- C. Gary Maloney submitted a letter thanking the Health Department staff on behalf of himself and local residents in the Nick Vedder Road/Sleepy Hollow Village area of Buzzards Bay

Voted Peter Meier moved and seconded by Michael Blanton to take 9a out of order.
Vote 5-0.

9) Town Administrator Report

a. Tailgate party

Tom Guerino spoke about the tailgate party that will happen at Town Hall between 12-2:00 PM on Friday afternoon.

7:10 P.M. - Joint Meeting - Board of Selectmen and Finance Committee

Finance Committee members present are: Robert Wheeler, Richard Lavoie, Renee Gratis, Mary Jane Mastrangelo, William Towne, and Amanda Bongiovanni.

6) Town Administrator's Budget Message for FY 2019

Tom Guerino went over the FY 2019 Budget Recommendations.

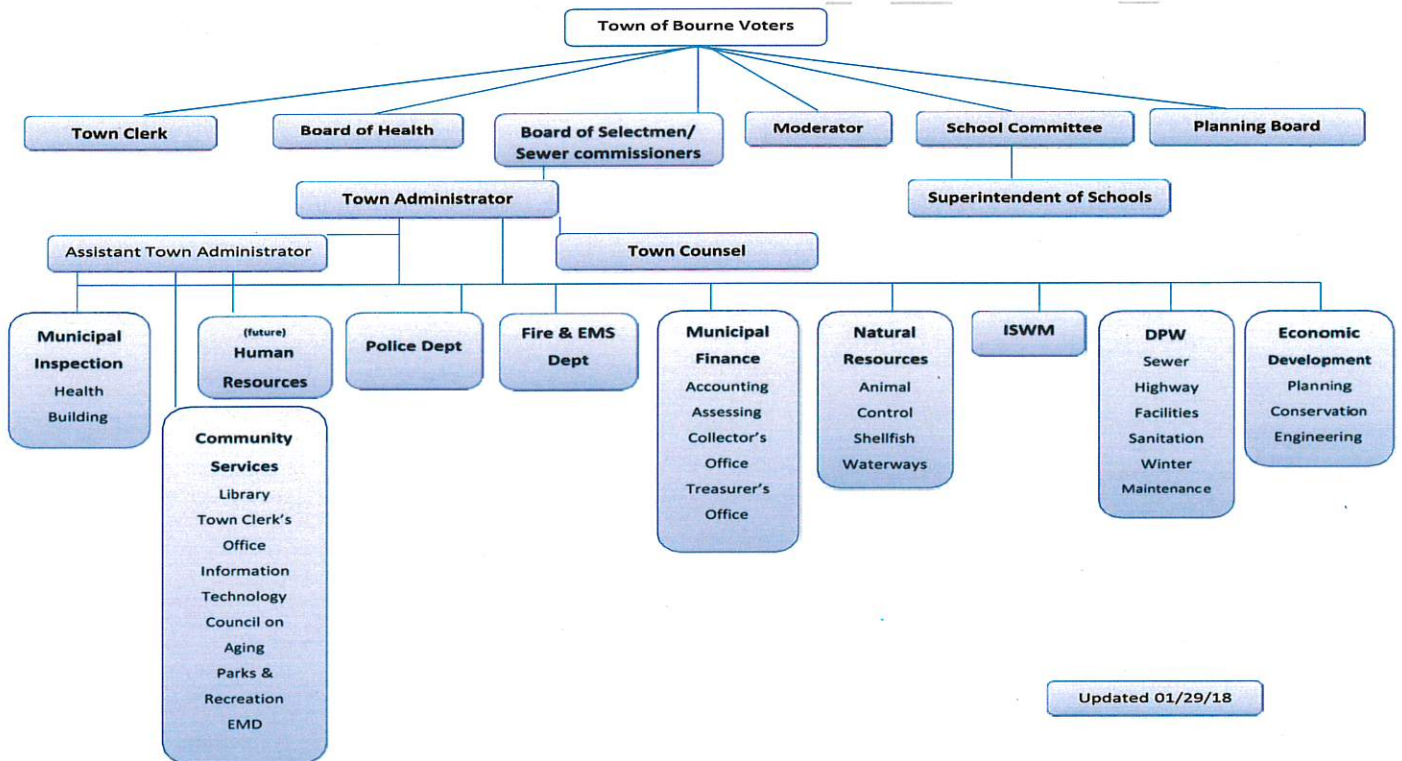
Mr. Guerino read the first paragraph of the budget message.

As per the Town of Bourne Charter, I'm forwarding this proposed fiscal 19 budget and accompanying report and message. This message includes summation projected revenues, anticipated expenditures, and presents a balance budget for fiscal year 2019. This budget clearly displays a meaningful but responsible town and school department assessment of needs for the upcoming year. All financial policies as adopted or adhered to and all spending requests are justifiable and sustainable. There is very little in the way of new spending requests recognizing the generosity of the citizens of the Town of Bourne for large capital projects over the past several years. You also have in your packet a copy of the PowerPoint presentation that will be presented this evening and in my report.

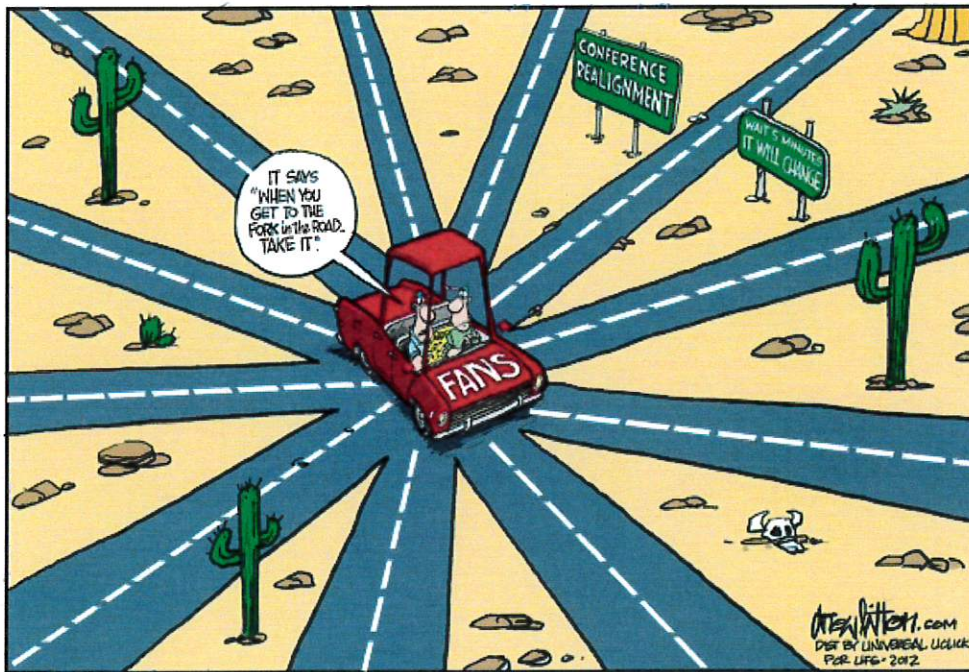
Town of Bourne Fiscal Year 2019 Budget Recommendation

Respectfully submitted,

Thomas M. Guerino,
Town Administrator



Updated 01/29/18



Bourne is at a crossroads in many topical areas:

Staffing and Technology needs in the School Department

Economic Development activity is rising

Technology needs – data driven decision making is now required

Work force transitions are upon us

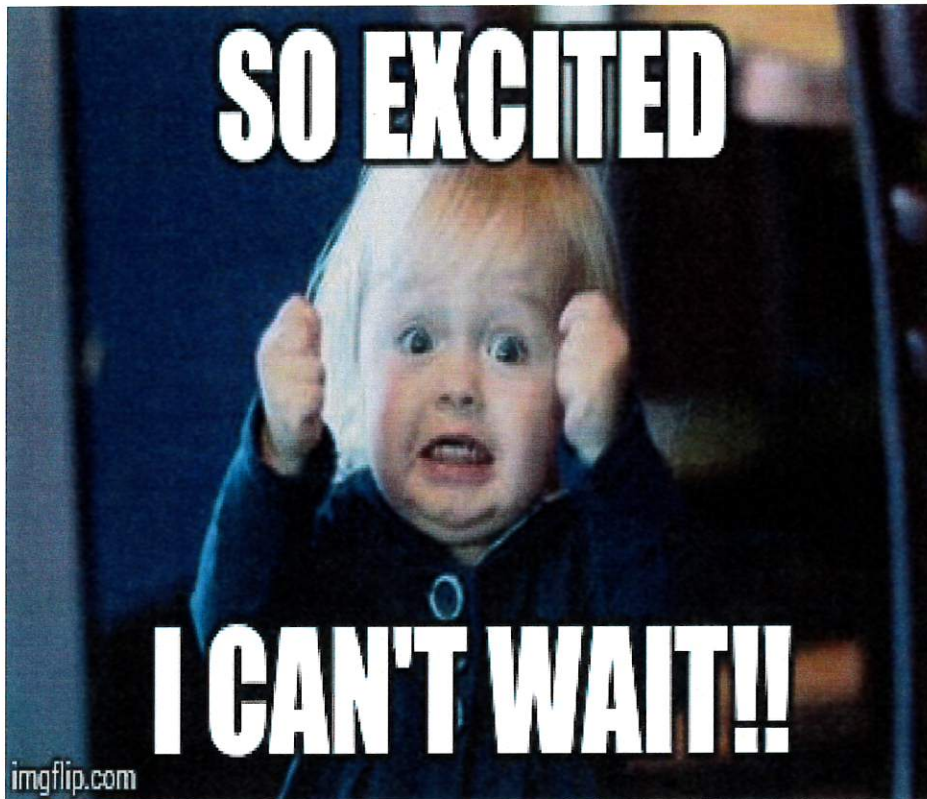
ECONOMIC DEVELOPMENT



The Selectmen have highlighted economic development as a major focus of time and energy moving forward.

Main Street Buzzards Bay, Flood Zone complications and the Blue Economy are areas of focus.

New employment opportunities and tax base expansion are the goals.



There are many things to be excited about. The Town is making great strides thanks to the generosity of the Bourne Citizens, dedicated committee volunteers and hard working employees. Some highlights include:

A new School which will be a focal point of the community.

A new Police Facility will sustain law enforcement space needs for decades to come.

A new Wastewater Facility to enhance the Town's economic development.



Feel the Hamptonality™

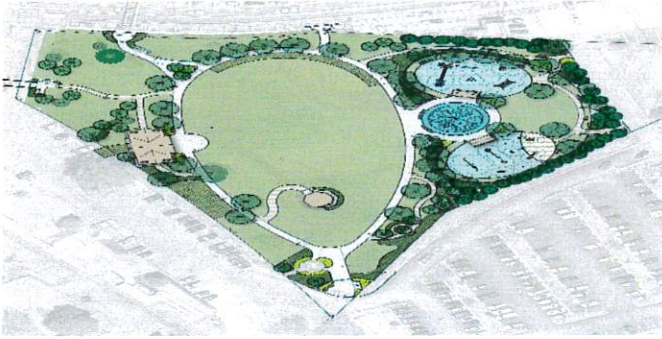


A new National Chain hotel development in Buzzards Bay

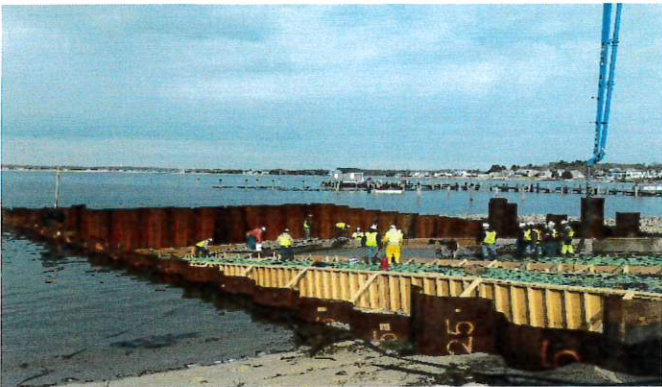
A new market rate rental housing development in Buzzards Bay and a future mixed condominium and commercial space development. (not true rendering)



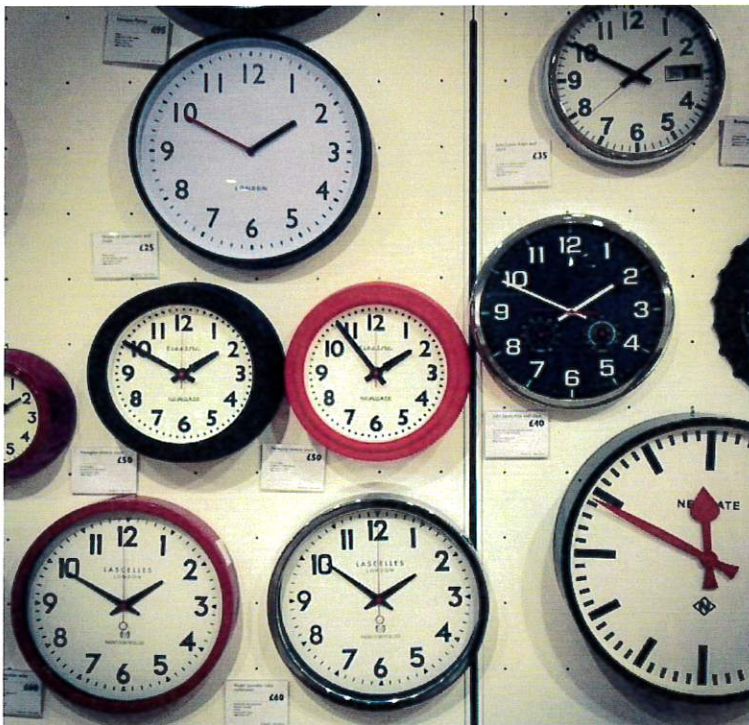
A commitment to work on the expansion of the Shining Sea Pathway



A new Buzzards Bay Park opening in the spring of this year.



A new two lane boat ramp at Monument Beach with accessibility for those with mobility impairment.



FY 2019 Budget

With few Exceptions this budget is a Mark Time budget plan.

The School Department, Custodial/DPW, Shellfish propagation, and minimal summer Police staffing are the only areas recommended for staff augmentations

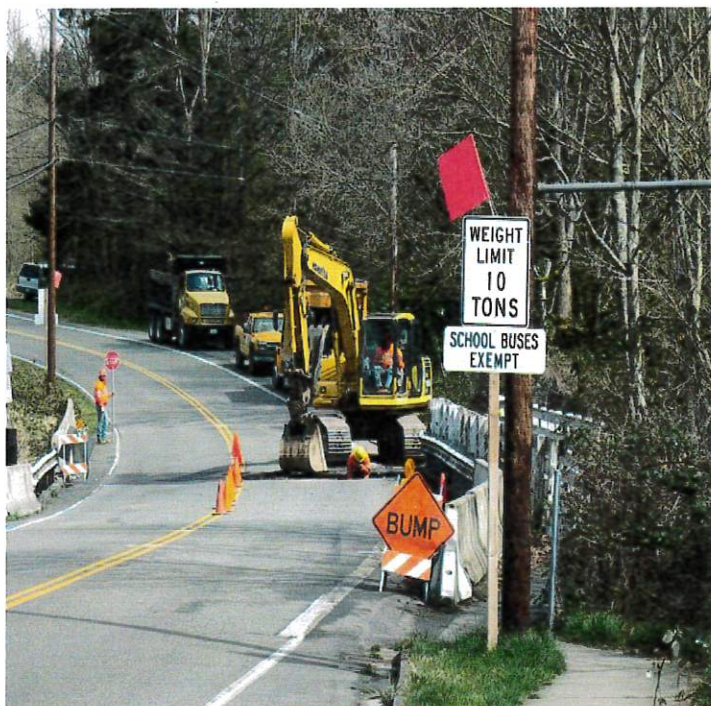
*Fully funds the current Fire/EMS levels.

*A small \$\$ increase to augment Library hours is also included.



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The School Department requires assistance in a number of areas. The Department has been patient over several years of budget restraint. The Superintendent will focus on specific school related needs when he addresses the Town in the near future. The recommendation is a 3.8% increase for Bourne Public Schools. The Selectmen and Finance Committee should also support this request.



The DPW in Bourne provides the Town many more services than other area Public Works Departments.

This year I recommend two DPW laborers and one custodial position within the Facilities Division be added to the ranks. This is less than needed but what is currently affordable and sustainable.

A reduction in contract custodial costs will help to offset some costs for the facilities custodian.



Bourne hosts one of the best recreational shellfish programs in the Commonwealth. It is important that the Town progress with science and technologies to enhance the propagation program.

The addition of a Shellfish Propagation Specialist will assist greatly. With Town Meeting approval, this position will be funded from shellfish license revenues.



Bourne's Public Library is one of only a very few communities Bourne's size that is not open to the public six days. Use of the Library continues to expand. A modest increase to the budget of approximately \$16,000 above the normal contractual increases is recommended to achieve this. No new staff is required.

REVENUE FY 19 Estimates



TAX LEVY

	Budget 2018	Proposed Budget 2019	\$ Increase / Decrease over 2018	% Increase / Decrease over 2018
<u>Property Taxes</u>				
Prior Year Tax Levy Limit	43,356,667	45,011,686	1,655,019	3.82%
Amend New Growth	0	0	0	
Adjusted Tax Levy Limit	43,356,667	45,011,686	1,655,019	3.82%
2.5% Allowance	1,083,917	1,125,292	41,375	3.82%
New Growth	571,102	600,000	28,898	5.06%
Override			0	
Sub-total	45,011,686	46,736,978	1,725,292	3.83%
Debt Exclusion	1,955,412	3,384,479	1,429,067	73.08%
Cape Cod Commission Tax	185,275	185,275	0	0.00%
Unused Levy Capacity	(41,068)		41,068	-100.00%
Total Tax Levy	\$47,111,305	\$50,306,732	\$3,195,427	6.78%

State Aid

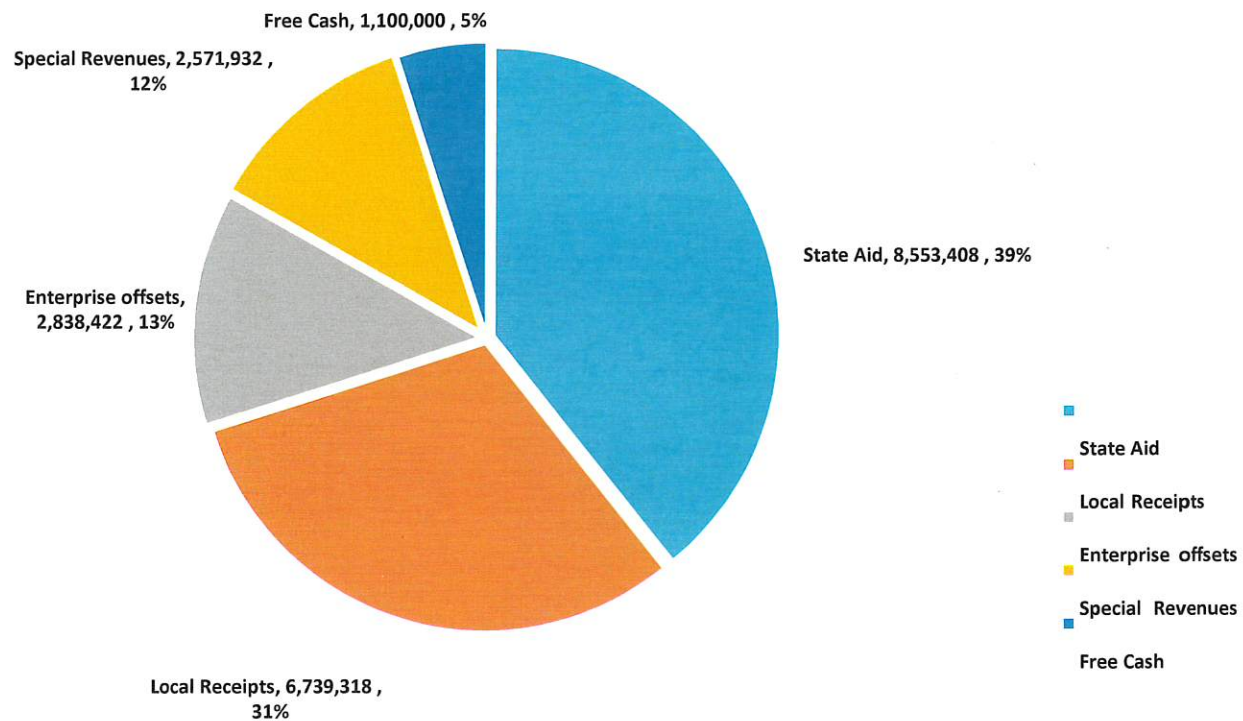
<u>State Aid</u>	Budget 2018	Proposed Budget 2019	\$ Incr/Decr over 2018	% Incr/Decr over 2018
Cherry Sheet Net Revenue	382,821	382,821	0	0.00%
Cherry Sheet Assessments	4,711,222	4,711,222	0	0.00%
Chapter 70 Total	5,094,043	5,094,043	0	0.00%
Charter School Reimbursement	353,644	353,644	0	0.00%
School Choice Receiving Tuition*	831,190	831,190	0	0.00%
Unrestricted General Govt Aid	1,464,445	1,464,445	0	0.00%
Veterans Benefits	109,148	109,148	0	0.00%
Exemptions: Vets, Blind, Surv Sp & Elderly	106,093	106,093	0	0.00%
State Owned Land	573,392	573,392	0	0.00%
Public Libraries*	21,453	21,453	0	0.00%
Total State Aid	\$8,553,408	\$8,553,408	0	0.00%

Local Receipts, Other Sources & Special Revenues

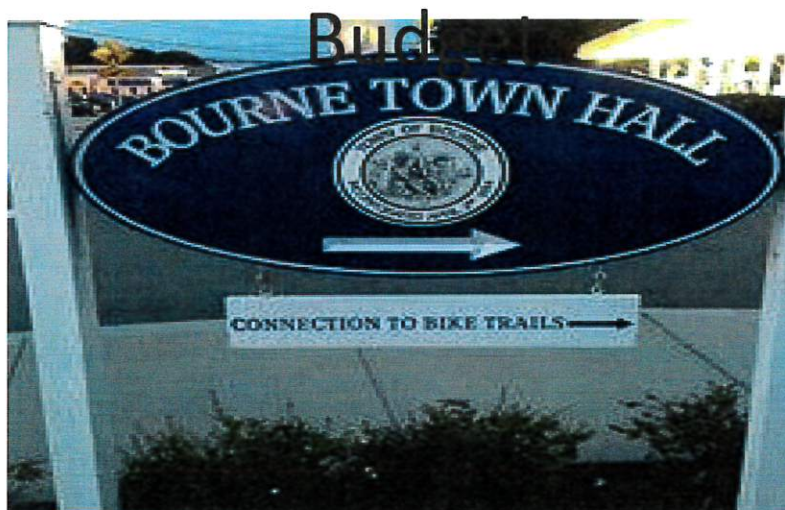
	Budget 2018	Proposed Budget 2019	\$ Incr/Decr over 2018	% Incr/Decr over 2018
<u>Local Receipts</u>				
Motor Vehicle Excise	2,649,967	2,850,000	200,033	7.55%
Other Excise	125,000	125,000	0	0.00%
Meals Tax	375,000	400,000	25,000	6.67%
Penalties & Interest	225,000	225,000	0	0.00%
Payments in Lieu	20,000	20,000	0	0.00%
Marinas	1,160,000	1,160,000	0	0.00%
Other Dept Revenue	325,000	300,000	(25,000)	-7.69%
Licenses & Permits	625,000	690,444	65,444	10.47%
Fines & Forfeits	125,000	125,000	0	0.00%
Investment Income	39,709	45,000	5,291	13.32%
Miscellaneous-Recurring	20,000	25,000	5,000	25.00%
Miscellaneous-Recurring Energy Credits	650,000	625,000	(25,000)	-3.85%
Miscellaneous-Non Recurring	103,505	148,874	45,369	43.83%
Total Local Receipts:	\$6,443,181	\$6,739,318	296,137	4.60%
<u>Other Sources</u>				
ISWM General Fund Support	2,016,778	2,111,373	94,595	4.69%
Sewer General Fund Support	124,404	127,049	2,645	2.13%
Host Community Fee	\$600,000	\$600,000	0	0.00%
Total Other Sources:	\$2,741,182	\$2,838,422	\$97,240	3.55%
<u>Special Revenues</u>				
Conservation Comm.	30,000	30,000	0	0.00%
PL 874	153,000	150,000	(3,000)	-1.96%
Ambulance Fees	1,250,000	1,566,096	316,096	25.29%
CPA Fund Debt Service	679,954	680,128	174	0.03%
Title 5 Loan Repayments	30,572	30,444	(128)	-0.42%
Waterways Fund for Operating Budget	131,278	115,264	(16,014)	-12.20%
Total Special Revenue Funds:	\$2,274,804	\$2,571,932	\$297,128	13.06%

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Estimated Revenues by Source FY2019



FY 19 General Fund



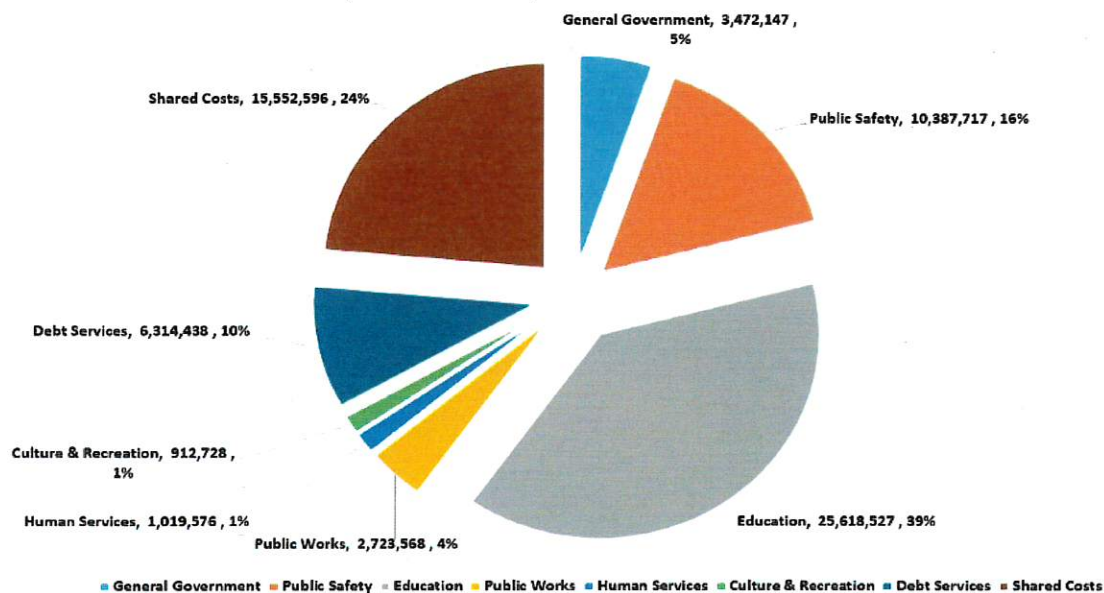
Budget Proposal

BUDGET FY2018-FY2019 SNAPSHOT

	Budget 2018	Proposed 2019 budget	Incr/Decr over 2018	% Increase / Decrease
<u>Town Budget</u>				
Administrative Services-Salaries	2,005,672	2,190,387	184,715	9.21%
-Expenses	1,263,340	1,281,760	18,420	1.46%
Public Safety Services-Salaries	8,510,372	9,020,648	510,276	6.00%
-Expenses	1,290,640	1,367,069	76,429	5.92%
Public Works Services-Salaries	1,605,249	1,819,192	213,943	13.33%
-Expenses	985,594	904,376	(81,218)	-8.24%
Health & Human Services-Salaries	570,421	597,745	27,324	4.79%
-Expenses	378,781	421,831	43,050	11.37%
Culture & Recreation Services-Salaries	696,439	732,278	35,839	5.15%
-Expenses	177,300	180,450	3,150	1.78%
Total Town	17,483,808	18,515,736	1,031,928	5.90%
<u>Schools</u>				
Bourne School Department	21,718,234	22,543,527	825,293	3.80%
Upper Cape Technical School	3,250,118	3,075,000	(175,118)	-5.39%
Total Schools	24,968,352	25,618,527	650,175	2.60%
<u>Shared Costs</u>				
Shared Costs-Public Utilities	1,250,000	1,300,000	50,000	4.00%
Shared Costs	13,769,623	14,252,596	482,973	3.51%
Total Shared Costs	15,019,623	15,552,596	532,973	3.55%
Total Operating Budget	\$57,471,783	\$59,686,859	\$2,215,076	3.85%
<u>Capital Debt Budgets</u>				
Debt Service Budget Non Exempt	2,801,509	2,854,031	52,522	1.87%
Debt Service Budget Exempt	2,035,965	3,460,407	1,424,442	69.96%
Total Debt Service	4,837,474	6,314,438	1,476,964	30.53%
Total General Fund Budget	\$62,309,257	\$66,001,297	\$3,692,040	5.93%



Expenditure by Function FY2019



Budget Totals For FY 2019 As Presented:

Shared costs and Debt Service	\$21,867,034
Municipal Departments	\$18,515,736
Education – Bourne Public Schools and Upper Cape Tech. School	\$25,618,527
Enterprise Funds	
Integrated Solid Waste Management	\$10,985,365
Sewer Enterprise	\$ 1,145,697

SHARED COSTS

Shared Costs

	FY2017 Budget	FY2017 Expended	FY2018 Budget	FY2019 Budget
Public Utilities	1,140,000	1,089,349	1,250,000	1,300,000
OPEB			50,000	50,000
Unemployment	150,000	24,750	90,000	90,000
Fica/Medicare	475,000	451,179	477,000	475,000
Group Insurance	7,750,000	7,212,277	8,016,000	8,250,000
County Retirement	3,401,770	3,300,946	3,548,194	3,691,620
State Retirement	866	866	866	866
Special Legis. Retire			81,341	66,000
Insurance	1,364,958	1,361,250	1,396,063	1,427,110
Liuna Pension	189,000	185,581	200,000	200,000
Medicaid Reimb	2,500	1,082	2,500	2,000

Enterprise Funds



Enterprise Funds

ISWM REVENUES

	Budget	Proposed Budget	\$ Increase / Decrease over	% Increase / Decrease over
		2019	2018	2018
<u>Operating Revenues</u>				
Retained Earnings		450,000	450,000	
Facility Receipts	<u>10,939,421</u>	<u>10,535,365</u>	<u>(404,056)</u>	-3.69%
Total Revenues	10,939,421	10,985,365	45,944	0.42%

ISWM EXPENSES

<u>Operating Expenditures</u>				
Salaries & Wages	2,040,534	2,093,227	52,693	2.58%
Expenses	5,882,109	5,780,765	(101,344)	-1.72%
Reserve Fund	200,000	200,000	0	0.00%
General Fund Admin. Fees	2,016,778	2,111,373	94,595	4.69%
Host Community Fee	<u>800,000</u>	<u>800,000</u>	0	0.00%
Total Expenditures	\$10,939,421	\$10,985,365	\$45,944	0.42%



Enterprise Funds

SEWER REVENUES

	Budget 2018	Proposed Budget 2019	\$Incr/Decr over 2018	% Incr/Decr over 2018
<u>Revenues</u>				
Retained Earnings	120,000	100,000	(20,000)	-16.67%
Sewer Enterprise Revenues	<u>1,031,279</u>	<u>1,045,697</u>	<u>14,418</u>	1.40%
Total Revenues	\$1,151,279	\$1,145,697	(\$5,582)	-0.48%

SEWER EXPENSES

<u>Expenditures</u>				
Salaries & Wages	192,037	192,985	948	0.49%
Expenses	754,838	790,663	35,825	4.75%
Reserve Fund	35,000	35,000	0	0.00%
General Fund Admin. Fees	<u>124,404</u>	<u>127,049</u>	<u>2,645</u>	2.13%
Total Expenditures	\$1,106,279	\$1,145,697	\$39,418	3.56%

Capital Outlay Recommendations



The Capital Outlay Committee is an extremely hard working Committee. The task of balancing community capital needs and funding availability within budgetary restraints is a daunting task. This Committee has pressed the Town's leadership to make the upkeep and repair of the Town's facility and rolling stock a priority.

Capital Expense Highlights include new poles and lighting at Keith Field, replacement of a 20+ year old Vacuum Truck and a replacement wood chipper at DPW. Needed Roof replacement on the A-Wing at Bourne High School, Paving at the School Campus, and HVAC upgrades to the Town Hall and Bourne Veterans Community Building are also included in this Capital Plan.

CAPITAL IMPROVEMENT BUDGET FISCAL YEAR 2019												
DEPARTMENT	FY 2019 REQUEST	ADMINISTRATOR RECOMMEND	FY19 RECOMMENDED	FREE CASH	GENERAL DEBT	ENTERPRISE DEBT	EXCLUDED DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	AVAILABLE FUNDS	OTHER FUNDING	COMMUNITY PRESERVATION
POLICE DEPARTMENT												
Police Vehicles	134,053.00	134,053.00	134,053.00		134,053.00							
MDT Computers / Tablets	20,500.00	20,500.00	20,500.00	20,500.00								
Radio System Upgrade	25,000.00	25,000.00	25,000.00	25,000.00								
Sub-Total Police	179,553.00	179,553.00	179,553.00	45,500.00	134,053.00							
FIRE DEPARTMENT												
New Assistant Chief vehicle and replacement	95,000.00	95,000.00	95,000.00	47,500.00						47,500.00		
Sub-Total Fire	95,000.00	95,000.00	95,000.00	47,500.00						47,500.00		
DEPARTMENT OF NATURAL RESOURCES												
Pave Pocasset River Marina	50,000.00	50,000.00	50,000.00					50,000.00				
Sub-Total DNR	50,000.00	50,000.00	50,000.00					50,000.00				
BOURNE PUBLIC SCHOOLS												
District												
Wastewater Treatment Plant Upgrades	50,000.00	50,000.00	50,000.00	50,000.00								
Bourne High School												
Replace A Wing Roof	400,000.00	400,000.00	400,000.00		400,000.00							
Masonry Work (C Wing ramp, Brick Repointing)	40,000.00	40,000.00	40,000.00	40,000.00								
Paving Campus	90,000.00	90,000.00	90,000.00	90,000.00								
Sub-Total Bourne Schools	530,000.00	530,000.00	530,000.00	180,000.00	400,000.00							
DEPARTMENT OF PUBLIC WORKS												
M-2	46,000.00	46,000.00	46,000.00		46,000.00							
M-6	62,000.00	62,000.00	62,000.00		62,000.00							
Chopper Mowbark	62,000.00	62,000.00	62,000.00		62,000.00							
Basin Vao Truck	390,000.00	390,000.00	390,000.00		370,500.00				19,500.00			
Ploess	24,000.00	24,000.00	24,000.00	24,000.00								
Lawn Mowing	40,000.00	40,000.00	40,000.00	40,000.00								
Sub-Total DPW	653,000.00	653,000.00	653,000.00	64,000.00	500,500.00				19,500.00			
SHORE & HARBOR												
Annual Dredging / Ramp Repair and Improvement	200,000.00	200,000.00	200,000.00					200,000.00				
Sub-Total Shore & Harbor	200,000.00	200,000.00	200,000.00					200,000.00				
FACILITIES												
Town Hall - Elevator Modernization	25,000.00	25,000.00	25,000.00	25,000.00								
Buzzards Bay Fire Station - add 40												
Conditioning in Offices and Upgrade Boiler	50,000.00	50,000.00	50,000.00	50,000.00								
Community Building - EMS Installation	60,000.00	60,000.00	60,000.00		80,000.00							
Community Building - HVAC Upgrades Meeting and Office areas	60,000.00	60,000.00	60,000.00		60,000.00				60,000.00			
Community Building - Improvement	55,000.00	50,000.00	50,000.00	50,000.00								
Bourne Archives - Flat Roof Replacement	35,000.00	35,000.00	35,000.00	35,000.00								
Sub-Total Facilities	295,000.00	200,000.00	200,000.00	180,000.00	129,000.00							

DEPARTMENT	FY 2019 REQUEST	ADMINISTRATOR RECOMMEND	FY19 RECOMMENDED	FREE CASH	GENERAL DEBT	ENTERPRISE DEBT	EXCLUDED DEBT	WATERWAYS FUND	ENTERPRISE FUND R/E	AVAILABLE FUNDS	OTHER FUNDING	COMMUNITY PRESERVATION
IT												
New Servers and Storage	135,000.00											
Sub-Total IT	135,000.00											
RECREATION DEPARTMENT												
Replacement of Poles and Lights at Keith Field	410,000.00	410,000.00	410,000.00		205,000.00							205,000.00
Sub-Total Recreation	410,000.00	410,000.00	410,000.00		205,000.00							205,000.00
SUB TOTAL TOWN AND SCHOOLS	2,587,553.00	2,378,553.00	2,378,553.00	497,100.00	1,359,553.00			250,000.00	19,500.00	47,500.00		205,000.00
INTEGRATED SOLID WASTE MANAGEMENT												
34 Ton Crew Cab w/Utility Body (L/I)	55,000.00	55,000.00	55,000.00						55,000.00			
Sub-Total ISWM	55,000.00	55,000.00	55,000.00						55,000.00			
SEWER DEPARTMENT												
Replace lights, waterline in wet well and replace	40,000.00	40,000.00	40,000.00			40,000.00						
Sub-Total Sewer	40,000.00	40,000.00	40,000.00			40,000.00						
SUB TOTAL ENTERPRISE	95,000.00	95,000.00	95,000.00			40,000.00			55,000.00			
GRAND TOTAL	2,682,553.00	2,473,553.00	2,473,553.00	497,100.00	1,359,553.00	40,000.00		250,000.00	74,500.00	47,500.00		205,000.00

Last updated: 01.25.2018

Free Cash History

Fiscal Year	Certified Free		Total Voted During Fiscal Year	Used for Following Fiscal	Used for Current Fiscal	Transfer to		Used for
	Cash	As of		Years Budget	Years Budget			
2009	\$ 5,252,603.00	7/1/2008	\$ 2,034,697.39	\$ 859,245.00	\$ 22,500.00	\$ 244,000.00	\$ 887,462.00	\$ 21,490.39
2010	\$ 4,897,336.00	7/1/2009	\$ 1,854,907.32	\$ 1,780,737.00				\$ 74,170.32
2011	\$ 4,347,334.00	7/1/2010	\$ 1,340,687.00	\$ 800,000.00	\$ 429,375.00	\$ 8,000.00	\$ 88,312.00	\$ 15,000.00
2012	\$ 5,099,679.00	7/1/2011	\$ 1,908,921.73	\$ 1,400,000.00	\$ 144,395.00	\$ 169,526.73		\$ 195,000.00
2013	\$ 6,510,383.00	7/1/2012	\$ 3,216,255.99	\$ 1,400,000.00	\$ 464,500.00	\$ 594,391.37		\$ 757,364.62
2014	\$ 5,700,480.00	7/1/2013	\$ 2,422,060.00	\$ 2,004,000.00	\$ 107,800.00			\$ 310,260.00
2015	\$ 4,897,346.00	7/1/2014	\$ 3,429,046.00	\$ 1,792,345.00	\$ 865,000.00	\$ 397,800.00		\$ 373,901.00
2016	\$ 3,538,836.00	7/1/2015	\$ 846,676.25	\$ 892,405.00	\$ (648,682.00)	\$ 249,758.37		\$ 353,194.88
2017	\$ 6,714,795.00	7/1/2016	\$ 2,154,899.65	\$ 795,300.00	\$ 65,680.00	\$ 349,836.27	\$ 580,000.00	\$ 364,083.38
2018	\$ 7,847,739.00	7/1/2017	\$ 565,850.00		\$ 204,500.00			\$ 361,350.00

Health Insurance Trusts, OPEB Trust & Stabilization Funds Current Balance

Trust fund Accounts	Balance
Self Insurance Claims Trust	2,873,798
Employees Insurance Withholding Trust	943,460
OPEB Trust Fund	1,393,218
Stabilization Fund	3,777,939
Stabilization Fund-Capital Projects	922,955
Future Solid Stabilization	503,175

Final Thoughts

The creation and submittal of this budget is a result of a lengthy collaborative process. Bourne's Department Leaders and the respective departmental staffs work very hard, year in and year out, to provide the citizens of Bourne a quality community to live, work and recreate in. It is my hope that the citizens are overall happy with, and appreciate the efforts of our great work force.

I would like to take this opportunity to specially thank the Board of Selectmen and Finance Committee for their commitment to Town.

A great deal of gratitude is expressed to the Town's Finance Director, Linda Marzelli. Her untiring efforts are recognized and appreciated..

Additional special thanks go to Mary Jane Mastrangelo, Chair of the Finance, Capital Outlay and Wastewater Design and Construction Committees. The extraordinary time and dedication by one individual to the Community is exceptional.

Finally, I thank the Board of Selectmen/Town Administrator's office professionals. Nancy, Debbie and Mary are the fuel that makes the Selectmen/Town Administrator's engine run smoothly.

Thank You



Some of the topics Mr. Guerino spoke about are: Town of Bourne organizational chart, Economic Development, some highlights of what is new in Bourne, new staff in different departments, Shellfish Propagation Specialist, increase to the Bourne Library Budget,

FY19 Estimated Revenue, Tax Levy, State Aid, Local Receipts, other Sources and Special Revenues, Estimated Revenues by Source FY 2019, General Fund Budget, Budget Proposal (Town Budget, Schools, Shared Costs, and Capital Debt Budgets), Expenditures by Function, Budget Totals for FY 2019, Shared Costs (Public Utilities, OPEB, Unemployment, Fica/Medicare, Group Insurance, County Retirement, State Retirement, Special Legis. Retire, Insurance, Liuna Pension, Medicaid Reimb.), Enterprise Funds - ISWM Revenues (Operating Revenue and Operating Expenditures), Enterprise Funds - Sewer Revenues (Revenues and Expenditures, Capital Outlay Committee & Recommendations, Capital Improvement Budget, Free Cash History, Health Insurance Trust, OPEB Trust and Stabilization Funds, Current Balance

Brian Lemee arrived at 7:42.

Mary Jane Mastrangelo called the Finance Committee to order at 7:42.

Tom Guerino went over his final thoughts.

The Finance Committee and the Board of Selectmen deliberated on the budget presentation.

Voted William Towne moved and seconded by Robert Wheeler to adjourn the Finance Committee meeting at 8:21. Vote 7-0

Adjourn Session with Finance Committee

7) Selectmen's Business

a. Board of Selectmen Goals - as required

Peter Meier spoke about his goal expanding sidewalks and pathways in the town and the company that was brought in to see what the cost would be.

Judy Froman spoke about Economic Development - local comprehensive plan has the spot analysis report back and hopefully we can get that out to the public soon.

Don Pickard said he, the Fire Chief, and Mr. Guerino will be meeting tomorrow morning to discuss one of the finance goals regarding the present method of response to nursing homes, assisted living facilities, and Dr. Offices for what would be considered less than emergency calls. The fire department responds to about 700-800 calls a year to a facility where there should be medical staff on to handle those situations. In an effort to look at whether we can save money and an explanation why this is done.

Michael Blanton spoke about the Blue Economy Goal and speaking with a number of individuals regarding the Marine Tech Incubator Space, which could be a reality in the down town area in Bourne/Buzzards By area. We were talking about putting together an ad hoc working group to discuss how to move this forward. Hope to reach out to the Bourne Financial Development Corporation.

George Slade questioned the Littoral Power grant request. Mr. Guerino said it's at the Economic Seaport Counsel now.

8) Selectmen's Reports

a. Events attended past week

b. Events anticipated to attend current week

Judy Forman spoke about the meeting she and Michael Blanton had with Admiral McDonald at the Mass Maritime Academy. They spoke about the housing, hydrokinetic power & internships, and brainstorming Buzzards Bay events. Hoping to have the Admiral as a formal part of the Board of Selectmen agenda. The next meeting we are having with him is the middle of February. Michael Blanton said the Admiral would like to know the agenda item he will be speaking about so he can come prepared, so the conversation can be meaningful.

Peter Meier spoke about the Peebles construction meeting. Mr. Meier also spoke about the interview he did with Mavis Robinson on Bourne TV. Their discussion was about who he was, why he ran for public office, and what his thoughts were about how the town has grown. Tomorrow night is the first meeting for the South Side Fire Station. Mr. Meier also said he will meet with Mr. Blanton regarding the Rules and Procedures.

George Slade said he will be attending the Military Civilian Community Council meeting on Thursday.

Michael Blanton spoke about the Friday Office Hours, it will be held at the Pocasset Community Center. This month topic is civic engagement opportunities to serve in the town of Bourne and appointed and elected offices and positions. Mr. Blanton said he had a conversation with Maria Leiva, Director of the Chamber of Commerce, we talked about the Scallop Festival.

9) Town Administrator Report

b. Assistant Town Administrator Recruitment update

Tom Guerino said they will be meeting on Thursday to review the commonalities of the four people who have reviewed the resumes. Then we will start the second phase. We will move forward with around 13-18 first round applicants.

Don Pickard questioned will the next phase have a member of the Board of Selectmen? Based on Mr. Troy's statements no one member has more authority than another so it should come to this Board for a vote. Mr. Guerino said he will put it on the agenda for next week. Mr. Pickard questioned if the Town Administrator will share with the Board the final 13-18 applicants? Mr. Guerino said he will bring in the 4-5 final resumes to the Board of Selectmen so they are aware of who the finalist are.

Mr. Blanton questioned whether this Board has a veto over this particular position. Mr. Guerino said I believe it should come before the Board, but I will probably ask for the waiver of the 14-day veto.

10) Future Agenda

- a. Massachusetts Maritime Academy to give formal update to the Board of Selectmen meeting and to answer questions - February**
- b. Stop and Shop Rotary and Clay Pond Road update - week of 2-12-18**
- c. Cable TV Contract - opt out and renewal preliminary discussion**
- d. Report regarding findings on Waze and other traffic software programs**

George Slade said Mr. Pickard made a suggestion to have our regular meeting agenda include line items for labor relations and human resources consulting as well as Rules and Procedures

Judy Froman brought up Priority Based Budgeting.

Mr. Guerino said at the next Managers Meeting, which will be the second Thursday in February he will bring up the Cable TV Contract topic.

Mr. Guerino said he and the Chief of Police will meet to discuss and look into the traffic/GPS software apps.

Don Pickard requested the Board vote on the organizational chart at the next meeting.

Jim Mulvey questioned regarding the Comcast contract, what is the time period that is available should you chose to get into that? Should someone other than Comcast receive the contract with the town, Comcast owns all the hardware that is on all the pole lines. Would someone else have to buy all that and take it over or would they have to run their own. Also part of the monthly fee through Comcast is diverted to support the local cable television access; that may be another complicated feature.

11) Adjourn

Voted Peter Meier moved and seconded by Michael Blanton to adjourn. Meeting adjourned at 8:54 pm. Vote 5-0.

Respectfully submitted – Carole Ellis, secretary.