Board of Selectmen
Minutes of Tuesday, January 28, 2020
Bourne Veterans' Memorial Community Center
Buzzards Bay, MA

TA Tony Schiavi
ATA Glenn Cannon

Selectmen
Judy Froman, Chair
James Potter, Vice Chair
George Slade, Clerk
Jared MacDonald
Peter Meier

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

6:45 p.m. Call Public Session to order in Open Session

Madam Chair Froman called the meeting to order.

1. Krua Thai – Transfer of Common Victualer License (address change) and Change of Ownership from Chankait Suksanit d/b/a Krua Thai to Sarrawich Suksanit d/b/a Krua Thai.

The start date is January 23, 2020. Applicant: Sarrawich Suksanit d/b/a Krua Thai. Project Location: 91 Main Street, Buzzards Bay, MA 02532. Nature of request: Transfer of Common Victualer License from 100 Main Street, Buzzards Bay to 91 Main Street, Buzzards Bay and to change Manager from Chankait Suksanit to Sarrawich Suksanit, complete application on file in the TA/Selectmen's Office.

Remarks: Planning Department – Planning Board approved 24 seats. Board of Health – BOH permit issuance pending re-inspection. Sewer Commissioners – Sewer allocation approved for 85-93 Main Street.

Sarrawich Suksanit said the Board of Health did their final inspection today.

James Potter questioned does the seating capacity match the anticipated seating capacity for that tenant space? Town staff will verify the seating capacity.

> **Voted:** Peter Meier moved and seconded by Jared MacDonald to approve the transfer of the annual Common Victualer License Food from Chankait Suksanit d/b/a Krua

Thai 100 Main Street, Buzzards Bay to (Champ) Sarrawich Suksanit d/b/a Krua Thai, 91 Main Street, Buzzards Bay for the calendar year 2020. Vote: 5-0-0.

2) Vote to transmit the Town Administrator's FY21 Budget to the Finance Committee

Tony Schiavi briefly spoke about the updates to the FY21 Budget. The changes are highlighted. We'll be forwarding these sheets to the Finance Committee before their workshop on Monday Feb 3, 2020.

1/28/2020

FISCAL 2020 & 2021 SOURCES & USES OF FUNDS

GENERAL FUND REVENUES

	Budget 2020	Proposed Budget 2021	$ Increase / Decrease over 2020	% Increase / Decrease over 2020
Property Taxes				
Prior Year Tax Levy Limit	46,738,964	48,442,777	1,703,813	3.65%
PY - Amended New Growth	12,259			
	46,751,223			
2.5% Allowance	1,168,781	1,211,069	42,289	3.62%
New Growth	522,773	450,000	(72,773)	-13.92%
Override				
Sub-total	48,442,777	50,103,846	1,661,069	3.43%
Debt Exclusion	4,208,712	4,503,639	294,927	7.01%
Cape Cod Commission Tax	197,615	202,552	4,937	2.50%
Unused Levy Capacity	(20,055)		20,055	-100.00%
Total Tax Levy	$ 52,829,049	$ 54,810,037	$ 1,980,988	3.75%
State Aid				
Cherry Sheet Net Revenue	127,517	127,517	-	0.00%
Cherry Sheet Assessments	5,087,696	5,087,696	-	0.00%
Chapter 70 Total	5,215,213	5,215,213	-	0.00%
Charter School Reimbursement	201,994	201,994	-	0.00%
School Choice Receiving Tuition*	1,085,903	1,085,903	-	0.00%
Unrestricted General Govt Aid	1,556,625	1,556,625	-	0.00%
			-	
Veterans Benefits	112,204	112,204	-	0.00%
Exemptions: Vets, Blind, Surv Sp & Elderly	110,456	110,456	-	0.00%
State Owned Land	600,691	600,691	-	0.00%
Public Libraries*	22,785	22,785	-	0.00%
Total State Aid	$ 8,905,871	$ 8,905,871	$ -	0.00%
Local Receipts				
Motor Vehicle Excise	3,215,000	3,200,000	(15,000)	-0.47%
Other Excise - Boat	74,100	74,100	-	0.00%
Other Excise - Hotel	55,900	85,000	29,100	52.06%
Meals Tax	425,000	460,000	35,000	8.24%
Penalties & Interest	168,896	175,000	6,104	3.61%
Payments in Lieu	20,000	20,000	-	0.00%
Marinas	1,160,000	1,200,000	40,000	3.45%
Other Dept Revenue	300,000	300,000	-	0.00%
Licenses & Permits	700,000	700,000	-	0.00%
Fines & Forfeits	130,000	130,000	-	0.00%
Investment Income	250,000	400,000	150,000	60.00%
Miscellaneous-Recurring	30,000	30,000	-	0.00%
Miscellaneous-Recurring Energy Credits	700,000	700,000	-	0.00%
Miscellaneous-Non Recurring	116,560	116,560	-	0.00%
Total Local Receipts	$ 7,345,456	$ 7,590,660	$ 245,204	3.34%
Other Sources				
ISWM General Fund Support	2,195,869	2,261,996	66,127	3.01%
Sewer General Fund Support	134,709	140,944	6,235	4.63%
Host Community Fee	600,000	600,000	-	0.00%
Total Other Sources	$ 2,930,578	$ 3,002,940	$ 72,362	2.47%
Special Revenues				
Conservation Comm.	30,000	30,000	-	0.00%
PL 874	156,750	156,750	-	0.00%
Ambulance Fees	1,325,000	1,325,000	-	0.00%
CPA Fund Debt Service	699,638	674,259	(25,379)	-3.63%
Title 5 Loan Repayments	29,915	29,754	(162)	-0.54%
Waterways Fund for Operating Budget	136,970	136,970	-	0.00%
Total Special Revenue Funds	$ 2,378,273	$ 2,352,732	$ (25,541)	-1.07%
Total General Fund Revenues	$ 74,389,227	$ 76,662,240	$ 2,273,014	3.06%
Use of Reserves				
Free Cash for Budget	1,288,500	1,040,940	(247,560)	-19.21%
Free Cash for Articles	281,252	-	(281,252)	
Total Use of Reserves	$ 1,569,752	$ 1,040,940	$ (528,812)	-33.69%
Grand Total Revenues	$ 75,958,979	$ 77,703,180	$ 1,744,202	2.30%

1/28/2020

FISCAL 2020 & 2021 SOURCES & USES OF FUNDS				
ISWM REVENUES				
	Budget 2020	Proposed Budget 2021	$ Increase / Decrease over 2020	% Increase / Decrease over 2020
Operating Revenues				
Retained Earnings	2,035,385	1,058,030	(977,355)	-48.02%
Facility Receipts	11,486,921	11,678,771	191,850	1.67%
Total Revenues	$ 13,522,306	$ 12,736,801	$ (785,505)	-5.81%
Use of Reserves				
Post Closure Reserves			-	
Retained Earnings for Articles			-	
Total Use of Reserves	-	-	-	
Grand Total Revenues	$ 13,522,306	$ 12,736,801	$ (785,505)	-5.81%
ISWM EXPENSES				
Operating Expenditures				
Salaries & Wages	2,154,189	2,287,580	133,391	6.19%
Expenses	7,672,248	6,687,225	(985,023)	-12.84%
General Fund Admin. Fees	2,195,869	2,261,996	66,127	3.01%
Host Community Fee	900,000	900,000	-	0.00%
Total Expenditures	$ 12,922,306	$ 12,136,801	$ (785,505)	-6.08%
Off Budget Expenditures				
Reserve Fund	600,000	600,000	-	0.00%
Total Off Budget Expenditures	$ 600,000	$ 600,000	$ -	0.00%
General Articles				
ATM Articles			-	
STM Articles			-	
Total General Articles	-	-	-	
Grand Total Expenses	$ 13,522,306	$ 12,736,801	$ (785,505)	-5.81%
ISWM CAPITAL				
Capital Financing Sources				
Retained Earnings		85,220	85,220	
Available funds	2,500,000	-	(2,500,000)	-100.00%
Bond Financing		728,650		
Total Capital Financing Sources	$ 2,500,000	$ 813,870	$ (2,414,780)	-67.45%
Capital Expenditures				
Project Costs	2,500,000	813,870	(1,686,130)	-67.45%
Total Capital Expenses	$ 2,500,000	$ 813,870	$ (1,686,130)	-67.45%

SEWER REVENUES				
	Budget 2020	Proposed Budget 2021	$ Increase / Decrease over 2020	% Increase / Decrease over 2020
Revenues				
Retained Earnings	50,000	50,000	-	0.00%
Retained Earnings for Articles			-	100.00%
Sewer Enterprise Revenues	1,219,079	1,326,305	107,226	8.80%
Total Revenues	$ 1,269,079	$ 1,376,305	$ 107,226	8.45%
SEWER EXPENSES				
Expenditures				
Salaries & Wages	187,842	197,680	9,838	5.24%
Expenses	896,528	937,681	41,153	4.59%
General Fund Admin. Fees	134,709	140,944	6,235	4.63%
Total Operating Budget	$ 1,219,079	$ 1,276,305	$ 57,226	4.69%
Off Budget Expenditures				
Reserve Fund	50,000	100,000	50,000	100.00%
Total Off Budget Expenditures	$ 50,000	$ 100,000	$ 50,000	
General Articles				
ATM Articles	-	-	-	0.00%
STM Articles			-	
Total General Articles	$0	$0	$0	
Grand Total Expenses	$ 1,269,079	$ 1,376,305	$ 107,226	8.45%
SEWER CAPITAL				
Capital Financing Sources				
Retained Earnings	35,000	81,000	46,000	131.43%
Available funds			-	#DIV/0!
Bond Financing	55,000	-	(55,000)	-100.00%
Total Capital Financing Sources	$ 90,000	$ 81,000	$ (9,000)	-10.00%
Capital Expenditures				
Project Costs	90,000	81,000	(9,000)	-10.00%
			0	
Total Capital Expenses	$ 90,000	$ 81,000	$ (9,000)	-10.00%

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TAB 6

TOWN C BOURNE

Expenditure Budget Report

2021 Town Budget

Account	Description	2019 App	2019 Exp	2020 App	2020 Exp	2021 Req	Adopted	$ Change	% Change
301 - VOCATIONAL SCHOOL									
	5200 - PURCHASE OF SERVICES								
5320	TUITION - REGIONAL DISTRICT	2,983,269.00	2,976,109.00	2,808,720.00	2,106,540.00	3,337,063.00	3,337,063.00	528,343.00	18.81%
	Total	2,983,269.00	2,976,109.00	2,808,720.00	2,106,540.00	3,337,063.00	3,337,063.00	528,343.00	18.81%
								528,343.00	18.81%
	VOCATIONAL SCHOOL Total	2,983,269.00	2,976,109.00	2,808,720.00	2,106,540.00	3,337,063.00	3,337,063.00	528,343.00	18.81%

User: mellis
Report: report_501095836

Last Expenditure Update: 01/13/2020

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TAB 11

TOWN C BOURNE

Expenditure Budget Report

2021 Town Budget

Account	Description	2019 App	2019 Exp	2020 App	2020 Exp	2021 Req	Adopted	$ Change	% Change
912 - OPEB									
	5200 - PURCHASE OF SERVICES								
6369	OTHER POST EMPLOYMENT BENEFITS	50,000.00	50,000.00	110,199.00	110,199.00	163,702.00	163,702.00	53,503.00	48.55%
	Total	50,000.00	50,000.00	110,199.00	110,199.00	163,702.00	163,702.00	53,503.00	48.55%
								53,503.00	48.55%
OPEB Total		50,000.00	50,000.00	110,199.00	110,199.00	163,702.00	163,702.00	53,503.00	48.55%

TAB 11

TOWN C BOURNE

Expenditure Budget Report

2021 Town Budget

Account	Description	2019 App.	2019 Exp	2020 App	2020 Exp	2021 Req	Adopted	$ Change	% Change
	990 - TRANSFERS								
	5962 - TRANSFERS TO SPECIAL REVENUE F								
9000	DIRECT EXPENSE	0.00	418,999.37	0.00					0.00%
	Total	0.00	418,999.37	0.00					0.00%
	5963 - TRANSFERS TO CAPITAL PROJECTS								
9000	DIRECT EXPENSE	0.00	0.00	0.00					0.00%
	Total	0.00	0.00	0.00					0.00%
	5964 - TRANSFER TO FUND CPA FUND								
9000	DIRECT EXPENSE	0.00	0.00	0.00					0.00%
	Total	0.00	0.00	0.00					0.00%
	5966 - TRANSFERS TO TRUST & AGENCY								
9000	DIRECT EXPENSE	0.00	659,601.00	0.00	481,681.00				0.00%
	Total	0.00	659,601.00	0.00	481,681.00				0.00%
	5980 - TRANSFERS OUT								
9000	DIRECT EXPENSE	0.00	0.00	0.00					0.00%
	Total	0.00	0.00	0.00					0.00%
	5982 - TRANSFER FROM PREMIUM								
9000	DIRECT EXPENSE	0.00	0.00	0.00					0.00%
	Total	0.00	0.00	0.00					0.00%
	5983 - TRANSFER FROM RET EARNINGS								
9000	DIRECT EXPENSE	0.00	0.00	0.00					0.00%
	Total	0.00	0.00	0.00					0.00%
	TRANSFERS Total	0.00	1,078,600.37	0.00	481,681.00				0.00%
									0.00%
	GENERAL FUND Total	70,769,790.00	47,113,539.05	73,981,478.00	29,350,844.30	70,990,093.00	70,990,093.00	-2,991,385.00	-4.04%
	Grand Total	70,769,790.00	47,113,539.05	73,981,478.00	29,350,844.30	70,990,093.00	70,990,093.00	-2,991,385.00	-4.04%

User: mellis
Report: report_501095836

Last Expenditure Update: 01/13/2020

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Voted: Peter Meier moved and seconded by Jared MacDonald to transfer the Town Administrator's FY 21 Budget, with the changes presented tonight, to the Finance Committee. Vote: 5-0-0.

Peter Meier wanted a point of personal privilege to speak on the appointment last evening regarding the next School Superintendent.

3) Adjourn

Voted: Jared MacDonald moved and seconded by George Slade to adjourn.
Vote: 5-0-0.

Respectfully submitted – Carole Ellis, secretary.