Board of Selectmen
Minutes of July 19, 2011
Bourne Veteran's Building
Buzzards Bay MA 02532

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TA Guerino

John Ford, Chairman
Don Pickard, Vice Chairman
Jamie Sloniecki
Earl Baldwin
Peter Meier

List of documents:

- Independent auditor's report on basic financial statements and required supplementary information dated 6/30/11 – 63 pages.
- Management Letter dated 6/30/11 – 7 pages

Meeting called to order
5:30 pm

Executive Session – Contract negotiation (non-labor) – litigation update
Ford MOVED and SECONDED by Sloniecki to move into Executive Session to discuss contract negotiation and litigation update and to reconvene in public session (7:16 pm). Roll call: Sloniecki – yes; Ford – yes; Meier – yes; Baldwin – yes; Pickard – yes.

Moment of Silence/Salute the Flag

Public Comment – non-agenda items
Mr. York discussed lifeguard costs being beneficial to the Town. Examples given were public safety and beach parking patrol.

Mrs. Dwyer to direct financial questions with regard to lifeguards to the Finance Committee.

Mr. Comment to suggest the motion presented tonight by the Finance Committee and supported by the Selectmen. A lifeguard program that is self funded for next year was also discussed with donations, user fees, etc.

Correspondence
Selectmen Meier read correspondence into record. A copy of all correspondence is available in the Town Administrator's office.

Item A – Discussed during the budget season. Monies appropriated in the amount of $60,000 for the Estuary Program. When DEP and towns had difficulty with UMass Dartmouth, the Article was closed. Bourne will need to take up next season with the Capital Outlay and re-discuss with UMass Dartmouth. TA Guerino to draft letter on behalf of the Board to Falmouth stating that Bourne understands the need for the said Program but will not participate at this time.

Committee Reports
None at this time.

Discussion related to Floating Rafts and Docks (possible vote)
Chm. Pickard raised issue of a Sagamore Beach resident email with regard to a raft put back in the water. He explained this would require approval from the insurance carrier, and a Town Meeting vote to donate said raft back to original donator. Town Counsel opinion states the Town could license different Associations to license rafts.

Mr. Nealon (Pocasset Village Association President) requested clarification on who would be working with Associations and want to support initiative of the Town. TA Guerino is working with the Harbormaster on a fee structure for partial or full-funding of every beach lifeguard. The relative ease on the rafts, Town Counsel and Hart Insurance continue to discuss issues with TA Guerino.

Licenses/Appointments

a. **One Day Liquor – Chartwells @ MMA – 9/9/11**

Sloniecki MOVED and SECONDED by Ford to approve Chartwells One Day Liquor request for the Presidential Gala on 9/9/11 from 5:00 pm – midnight per routing slip. VOTE 5-0.

b. **Annual Monument Beach Night Out on 8/2/11 – request to close Beach Street from Shore Road to Pine Street**

Sloniecki MOVED and SECONDED by Ford to approve Bourne Police Department application to close Beach Street from Shore Road to Pine Street on 8/2/11 for the Annual Monument Beach Night Out. VOTE 5-0.

Auditor's Report for FY2010, Chris Rogers
<u>Independent Auditor's Report</u>
Sullivan & Rogers Company audited accompanying financial statements of the governmental activities, the business-type activities, each major fund and the aggregate remaining fund information of the Town of Bourne ending fiscal year 6/30/10.

Under Management's Discussion and Analysis, Financial Highlights ($18,094,611 may be used to meet the government's ongoing to citizens and creditors); Town's total net assets increased by $1,105,240; Town's governmental funds combined ending fund balances totaling $18,518,347-an increase of $1,769,541-compared to last year; Undesignated fund balances for the general fund totaled $5,516,597 or 9.8% of total general fund expenditures and transfers out; Town's total bonded debt decreased by $3,747,243 during the fiscal year.

Overview of basic financial statements consist of the three (3) components: Government-wide financial statements; Fund financial statements; and Notes to the basic financial statements.

Other information includes certain required supplementary information. Presented in this information is the budget comparison for the general fund and certain pension information.

Government-Wide Financial Analysis presented in tables presenting current and prior year data on the government-wide financial statements.

Net Assets may serve over time as a useful indicator of a government's financial position. The Town's assets exceeded liabilities by $100,349,008 at the close of fiscal year and were summarized.

In summary, the "health" of the organization substantiated by the upgrade Bourne received back in May.

<u>Management Letter</u>
Student Activity Funds – Recommend the Town comply with MGL Chapter 71, Section 47 by having an audit or agreed upon procedure; Management's Response – the school will conduct an annual performance or agreed-upon procedure audit of all student activity accounts.

Enterprise Funds – Recommend the Town implement recommendations of the DOR as identified in IGR 08-101 by establishing a written, internal policy regarding indirect cost allocation, to be reviewed annually. In addition, Town officials should understand and agree on what indirect costs are appropriated as part of the general fund operating budget and what percentage of these costs should be allocated to the enterprise funds. Management's Response – the Town has been allocating indirect costs to both of its enterprise funds based on funding formula. Indirect costs are made up of two (2) different items. First, enterprise fund is charged the benefited cost of the actual employees who work for the enterprise fund as all benefits are paid for by the general fund. Second, the enterprise fund is charged the cost to provide services and expenses directly related to the enterprise fund by those individuals. These expenses are paid for in the general fund and are calculated by estimated a percentage of the number of hours an individual spends to provide those services and expenses for the enterprise fund. Each year these costs are updated to reflect future budgeted costs. The Town will look to formalize these practices in writing.

Adjournment
Sloniecki MOVED and SECONDED by Meier to adjourn. Meeting adjourned at 9:30 pm. UNANIMOUS VOTE.

Respectfully submitted-Lisa Groezinger, sec.