



December 9, 2021 Meeting Minutes - signed minutes submitted to Town Hall last Friday; however, Town Clerks have been busy with census forms and Dog Licenses; they plan to post minutes next week

### **FY23 Budget Process Including Fin Comm Budget Reviews, Assignments and Reporting Formats with Possible Vote on Reporting Format**

-Ms. Bruneau forwarded Budget review material yesterday with a cover note and attachments focused on standardizing Budget review reporting including report formats and financial info. Mr. Athanassiou created a spreadsheet with Department numbers and names that could be used for key budget data for comparison. An updated Liaison matrix was also forwarded.

-Fin Comm goal would be to post reports on Fin Comm website - more accessible than simply attached to the back of meeting minutes.

-Timing - Fin Comm should receive Budget info in electronic format next Tuesday; hard-copy a week from tomorrow; Budget presentation to Select Board on 1/19/22. Next Fin Comm meeting to discuss Budget is 1/27/22.

-For the Budget reviews, Mr. Mahoney suggested showing expense trending, though it is understood that for most Departments, union-based salaries are a substantial portion of each year's expenses.

-The Committee decided to wait to see what this year's Budget data looks like before making any decisions regarding the presentation of the financial information. TBD whether the 5-year "look-ahead" information will be provided, or whether each Liaison team must ask for it at the Department level.

-Ms. Bruneau suggested discussing the interdependencies between Departments during the Budget reviews (eg, the use of DPW resources). Mr. O'Meara suggested asking how the allocation decisions are made as this is a huge piece of the puzzle, but it isn't clear how this comes together (determining the use of Town resources - people as well as equipment, for example).

-Mr. Athanassiou noted that there is a lack of a comprehensive strategic plan, as this would set goals, define how you would get to the goal and allocate the resources for getting there. Ms. Bruneau suggested asking DPW Director Tom Daley how he allocates DPW resources each year for all the directions he's pulled into as a starting point for this question.

-The Liaison assignments were discussed, with changes noted (eg, reallocating Mr. Pearson's former assignments). TBD whether these interviews will be in person or via Zoom. An updated Liaison matrix will be distributed and posted in the Fin Comm Drop Box.

### **Review/Act on FY22 Fin Comm Priorities/Action Items, Including Voting**

-Update on Sewer Project and Wastewater Planning Communication Strategies - last week Fin Comm agreed to send a letter to the Select Board, urging them to take the lead in communicating with residents and businesses impacted by Downtown Sewer Project and MHP and other projects to come regarding property owner costs - sooner rather than later - not waiting for a decision re Betterment but focused on property owner capital costs and recurring costs (O&M and quarterly usage-based costs). The Fin Comm letter was drafted last weekend and sent to Select Board Chairman Meff Runyon and cc'd to the Select Board and Town Administrator John Kelly, and later forwarded to BOWSC Chairman Alan McClennan. Mr. McClennen wrote back - thanks, but he's waiting for Betterment decisions, with no known timing for that. During today's weekly sewer project meeting, Mr. McClennen asked AECOM representative Reggie Donoghue to forward any cost-related questions to him. Ms. Bruneau suggested that anyone with any sewer-related cost questions should get in touch with AECOM's Reggie Donoghue. Contact info on Town website in Wastewater Infrastructure tab.

-Update on this - email from Meff Runyon just prior to tonight's Fin Comm meeting, copied to John Kelly, Mr. McClennen and Kevin Galligan - noting that a "fact sheet" would be very helpful with property owner re capital costs and operating costs, even if the Betterment info isn't fully decided.

-Discussion about the Betterment is on the BOWSC agenda for next week's BOWSC meeting - in the context of discussing it with the Select Board on 2/9/22.

- Update regarding FY22 Financial Reporting - Ms. Bruneau noted that she has reviewed the 6/30/21 Audit Report in some detail and has some minor questions - also noted that it probably is not productive to ask these questions at this point. Also unknown whether the Auditor partner will be presenting the Audit findings to the Select Board this year or not.

-Received and forwarded the S&P report yesterday. Ms. Bruneau went through the report in some detail and forwarded her notes comparing this year's report with last year's. Overall, no change in the rating, though some interesting changes in text and paragraph headings. See notes, especially concerning about doubling debt over next year or two. Same comment as last year about Auditor's OPEB concerns.

### **Update on Other FY22 Finance Committee Discussions and Priorities**

-Ms. Bruneau received an email from Mr. Mahoney this afternoon asking when we would be inviting the NRSD School Committee in for a discussion about school choice. She reminded him that the School Committee is still focused on selecting a new "permanent" superintendent for the District. They have narrowed the selection to 4 candidates (named in today's Chronicle), including Brooke Clenchy, the "interim" Superintendent. Plan is to decide by EOM. If Brooke Clenchy is selected, then things keep moving. If someone else, the perhaps a pause in something like a school choice discussion. Meanwhile, we are on hold. However, Ms. Bruneau will contact NRSD School Committee Vice Chairman Judith Schumacher to see if there is any additional information regarding the school choice discussion.

### **General Updates Including Recent Select Board Meetings**

-Select Board meeting from 1/12/22 - Public Comment - Bill Brotherton questions/comments about Mill Pond and dredging - specific comments regarding WHG work related to Mill Pond. Later in the meeting, Mr. Kelly and Mr. Mathison committed to following up on the WHG work done to date and then getting back to Mr. Brotherton.

-George Meservey - quarterly Planning Board report, highlighted work to date with Econ Vitality consultant "Streetsense"; now working on 1-on-1 interviews and developing initial diagnostic of Orleans economy. Reference to 4-6% GDP figure related to "blue economy" (which is the County figure, not Orleans). Study will include some work related to "blue economy" but TBD re scope/scale.

-Gov. Prence Committee - hired Barrett Group as consultant - same group that did work a year ago. Comm Center Feasibility group also hiring consultant (\$35k to spend). RFQ replies due 1/21/22.

-Also status on participation in several regional studies (wayfinding, low-lying roads, Pleasant Bay Watershed). References to meeting with Underground Mall Developer.

-Further Select Board discussion re Gov. Prence Property - insurance coverage may be cancelled unless Town addresses certain issues (roof, trees, gutters) within 45 days - despite intent to demolish buildings. Voted to proceed with property survey and topographic plan. Voted to confirm intent to demolish buildings. Plan to get bids for building demo and site restoration ahead of town meeting but need to discuss first w/ AHTB - at Tuesday, 1/18/22 joint meeting.

-Met with Chief Deering and Ron Collins regarding Fire Station project/committee - talked about candidates/qualifications. They had met with OES School Comm to discuss OES property as potential site for new FS / potential benefits. OES School Comm to meet on 1/24/22 to discuss/vote on whether to be involved in further consideration as potential site, which is 23 acres; potential FS would not be in the way. Property is owned by Town but controlled by OES. If this site were selected, they would have to vote a conveyance for the FS and two-thirds of TM vote to convey it to another Board/entity for control. John Kelly will work with Gail Briere on a motion. Also will work on identifying other potential site improvements that could be part of a project. Reference to age of OES - when might OES need to be replaced - when and where? Property tax records show building built 1955/1960.

-Voted to support BOH mask mandate for all Town municipal buildings; all Board/Comm meetings can be remote, including Select Board meeting next week; TBD after that.

-Liaison reports - Mr. Mathison re Shellfish/Waterways - TBD re commercial use of public landings/parking challenges; checking w/ other towns on this.

### **Finance Committee Liaison Reports**

-NRSD/OES - NRSD Superintendent search s/be completed by end of January. They are also looking for a new high school principal. The high school building project is proceeding well. A contract has been signed for the modular classrooms from Lincoln w/ the plan to install them late spring/early summer ahead of ground-breaking for the new building. Reworking the budget for the new building

has resulted in a \$1M "cushion", however they have not gone to bid yet. Ms. Bruneau will follow-up, contacting Building Project leadership to see if they would like to join a Fin Comm meeting.

-BOWSC - updated sewer project status: Collection System is going well; WWTF generally good progress but some challenges w/ wick wells (getting casing out of the ground). Working on it to ID viable/timely options. BOWSC Committee mtg next wk.

-AHC/AHTB - AHTB mtg 01/18/22; agenda shows update from HAC re 107 Main St. project; also joint meeting with the Select Board re planning for Gov. Prence because both sides need to vote on spending for demolition of bldgs and site restoration. Also they to go to CPC on 2/3/22. Also update/status of ADU's in Orleans. AHTB Chair Alan McClennen at today's CPC meeting - noting that someone from Historic Commission is now asking questions about demolition of existing building at 107 Main Street and converting it for housing.

CPC - this afternoon - agenda shows start of application discussions - 3 for historical district and 2 Bike/Pedestrian and I CDP/Lower Cape Housing Institute support

-OPD/OFD - nothing additional

-Gov. Prence - as noted above in Select Board meeting info

-Planning Board - from 1/11/22 - no changes to fee schedule; deferred decisions on "Wayfinding" signage, pending opportunity to review mock-up of proposed sign designs. Economic Development/Economic Vitality update - Meservey reviewed Streetsense stakeholder meeting highlights - "no new news"; notes are in PB mtg pkt for 1/11 mtg. Now following up w/ 1-on-1 interviews w/ key stakeholders (business and Town) - but unclear who that is. Also working on initial diagnostic eval of Orleans economy. Zoning public hearing on 1/25/22. No schedule yet for signage public hearing. Working on survey re dormitory housing - 42 replies; hoping for more.

-Group discussion re definitions/understanding re "blue economy". Meservey has said that only 4'6% of Orleans economy is "blue economy"; however, that number is a "county" number that is actually a bigger-than-Barnstable number that includes Plymouth and some of the SE coast. Also - it's unclear whether this is simply fishing-related or also beaches and tourism. Further question/concern about extent to which "Streetsense" will pursue "blue economy" - based on what parameters. Fin Comm will follow up with suggesting clarity at the next Planning Board meeting (Baird and Bruneau).

-Cons Comm/Open Space - Forwarded additional helpful info from Robert Cunningham, Open Space Chairman after last week's Fin Comm meeting w/ Cons Comm/Open Space.

-CRC - next meetings 1/24/22, 1/31/22 and 2/7/22. No new info posted on their website.

### Review Schedule and Items for Future Agendas

-Fri, 1/14/22 - FY23 Budget and FY24-28 CIP were due to Select Board and Fin Comm but now postponed; electronic copies next Tuesday, 1/18 (Monday holiday); hard-copy next Friday 1/21. Ms Bruneau will pick up hard-copy Budgets for Fin Comm and any un-picked-up copies of Audit Report still in Mail Room. Copies would be available on her front porch during daylight hours until all gone.

-Tues, 1/18/22 - electronic FY23 Budget and FY24-28 CIP available

-Wednes, 1/19/22 - FY23 Budget and FY24-28 CIP presented to Select Board but a virtual meeting

-Fri, 1/21/22 - hard-copy Budget and CIP available for Fin Comm

-Thurs, 1/27/22 - next scheduled Fin Comm meeting with FY23 Budget in hand; will review 1/19/22 presentation and address any common questions; set strategy for review process/timing

-Feb'22 and Mar'22 - weekly Fin Comm meetings; Budget review with Department managers

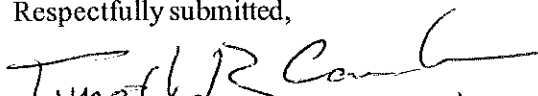
-Thurs, 2/17/22 - Fin Comm hosts joint mtg w/ Select Board; public hearing on FY24-28 CIP

-Wednes, 3/2/22 - Select Board hosts joint mtg w/ Fin Comm; public hearing on FY23 Budget

**Adjourn: Motion by Ms. Baird to adjourn, second by Mr. Counihan. The vote was 8-0 with Mmes. Bruneau, Baird and Kramer and Messrs. Athanassiou, Counihan, Kanaga, Mahoney and O'Meara all voting aye by roll-call.**

**The meeting was adjourned at 9:04pm**

Respectfully submitted,

  
Timothy R. Counihan, 4<sup>th</sup> Fin Comm Clerk  
2/2/22

Stacy Faber, Recording Secretary

All documents listed below are in the Fin Comm Drop Box except as noted:

1. January 13, 2022 Finance Committee meeting agenda
2. 2022 Annual Election Schedule (Town Clerk's website)
3. Orleans Finance Committee On-boarding 1/12/22
4. Draft minutes for the 12/30/21 Finance Committee meeting
5. Orl Fin Comm FY22 Budget Review 122521 (report format focus)
6. Orl Fin Comm FY22 Bdgt Rev Fin Info (financial info focus)
7. Department Number Budget Index
8. Orl Fin Comm Liaisons 011222
9. Orl Fin Comm Letter to Select Board 011022 Requesting Select Board Leadership re Timely Communications w/ Property Owners re Sewer Project Costs, etc.
10. Year End 6/30/21 Financial Audit Report from Powers & Sullivan (Finance Department)
11. Annual Standard & Poor's (rating agency) Report 1/12/22
12. Select Board meeting packet for 1/12/22 Select Board meeting (Select Board website)

The January 13, 2022 Finance Committee meeting minutes were reviewed and approved at the January 27, 2022 meeting. **Motion to approve by Ms. Baird; second by Mr. Coughlin. The vote was 8-0 with Mmes. Baird, Bruneau and Kremer and Messrs. Athanassiou, Coughlin, Kanega, Mahoney and O'Meara all voting aye by roll-call.**