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**DENNIS FINANCE COMMITTEE**  
**MEETING MINUTES**

**Dennis Finance Committee Public Meeting of Wednesday, February 1, 2023, at 4:30 PM** in the Prue Conference Room, Dennis Town Hall, 685 Route 134, South Dennis, MA 02660.

Members present: Robert Prall (RP), Chair; Carl Monroe (CM); Peter McDowell (PM); Lester J. Murphy (LJM); Pat Stone (PS); Rachel Baroni (RB); Mark Dellner (MD).

Staff present: Elizabeth Sullivan (ES), Town Administrator; Josée Cardinal Young (JCY), Finance Director

**AGENDA**

**I. CALL TO ORDER: 4:30PM**

**II. REVIEW BUDGETS**

**1. GENERAL GOVERNMENT**

• **161 – TOWN CLERK**

Theresa T. Bunce, Town Clerk, presented; noted an increase in election services resulting in an increase in over-time; State travel and membership dues consolidated into Training.

**RP made a motion to tentatively approve the FY2024 Town Clerk Budget in the amount of \$112,068. LJM seconded the motion and it passed, 7-0-0: LJM, PM, PS, MD, CM, RB, RP.**

• **162 – ELECTION**

Theresa T. Bunce, Town Clerk, presented; said decrease is due to going from a three to a two-election year; explained balloting, polling and tabulation.

**RP made a motion to tentatively approve the FY2024 Election Budget in the amount of \$69,201. RB seconded the motion and it passed, 7-0-0: RB, PM, PS, MD, CM, RB, LJM, RP.**

▪ **RESERVE FUND TRANSFER REQUEST – ADDITIONAL POLLING PADS**

Ms. Bunce explained the additional poll pads in terms of saving time and money, adding that there is currently not a pad replacement should one break down. MD asked per maintenance agreement on new pads, which Ms. Bunce said is \$300 per pad, with an exception for the first year.

**MD made a motion to approve a Reserve Fund Transfer for Additional Polling Pads in the amount of \$7,925.00. LJM seconded the motion and it passed, 6-0-1: MD, LJM, PM, PS, RB, RP in favor; CM, abstained.**

## 2. HEALTH AND HUMAN SERVICES

- **510 – HEALTH**

Kristen Keller, Health Director, presented; two vacant positions; additional \$15k attributed to purchase of services.

**PS made a motion to tentatively approve the FY2024 Health and Human Services budget in the amount of \$427,423. PM seconded the motion and it passed, 7-0-0: PS, PM, MD, CM, RB, LJM, RP.**

- **541 – COA**

Brenda Vasquez, Dir. of the Dennis Center for Active Living, presented; overall increase is 6.3% due to staffing changes, vacant position.

PS asked why the Outreach Coordinator position was repositioned in the budget in order to facilitate new hires, to which Ms. Vasquez expressed as a needed qualified, on-call concierge position and that they would seek to cover the Part 2 Coordinator or Transport Facilities Supervisor position through grants. PS asked per the \$3,000 in over-time which Ms. Vasquez related is contractual.

**RB made a motion to tentatively approve the FY2024 COA budget in the amount of \$326,382. PM seconded the motion and it passed, 7-0-0: RB, PM, PS, MD, CM, LJM, RP.**

- **543 – VETERAN’S SERVICES**

ES noted a 2% increase for salaries and other program expenses. RP asked per a reduction in medical expenses from \$20k to \$3k which JCY said was due to a correction in billing. PS asked of the \$15k in Miscellaneous which JCY said was the way that bills are categorized and would send the specs to PS for FY2022 after which, PS said, she would destroy the documentation.

**RP made a motion to tentatively approve the FY2024 Veteran’s Services budget in the amount of \$219,141. CM seconded the motion and it passed, 7-0-0: CM, PM, PS, MD, RB, LJM, RP.**

- **548 – COMMISSION ON DISABILITIES**

Greth Kaesela, Chair, presented; garden beds and roll-up walkway highlighted as well as an engineer’s report for accessible fishing area and accessible 8’ benches; seeking to up marketing and promotion efforts.

PS asked if the engineer for the fishing platform could be done in-house and how \$10k was calculated, to which Ms. Kaesela said that if it was possible to be done in-house it could be recommended and the fee was carried over from a previous budget. ES said staff would look into an in-house engineer assessment.

**FINCOM elected to delay vote on recommendation of the FY2024 Commission on Disabilities budget in the amount of \$25,100 pending further information from Town staff. No vote taken.**

- **599 – HUMAN SERVICES**

ES mentioned a process that the department goes through in presenting to the Select Board; suggested some community development block grant funding to bolster their overall budget. PS referenced Calmer Choice as what they were told is a state mandate and suggested, as such, that this line item should be in the School budget, with Yarmough paying its share as appropriate. ES agreed but said it must be checked. CM questioned the Fuel Assistance item.

**FINCOM elected to delay a vote on recommendation of the FY2024 Human Services budget in the amount of \$62,400 pending further information from Town staff. No vote taken.**

### **3. CULTURE AND RECREATION**

- **610 – LIBRARY**

Cindy Cullen, Library Director, quoted increase of 6.9% over FY2023; said budget reflects contractual salary increases and slight increases in CLAMS fees and stipends; some line items combined.

**RP made a motion to tentatively approve the FY2024 Library budget in the amount of \$666,623. LJM seconded the motion and it passed, 6-0-0: LJM, PS, MD, CM, RB, RP. PM arrived after the vote.**

- **635 – BEACHES**

Dustin Pineau, Beach and Recreation Director, presented; reported \$2.8 million in beach passes for last season; seeking to promote coordinator position to Assistant Beach & Rec. which will allow for continuity of operations for seven day weeks and a p/t position from 960 hours to a newly regulated 1200 hours of work; third component relates to over-time.

PS said she had a hard time following the need for the assistant position. Line-item designations and office supplies were discussed. ES spoke of discussions she had with Mr. Pineau last summer regarding his department's most urgent needs and said she is in support of the need to retain the Town's local staffing talent. High revenue tallies from the Beach Dept. were noted.

**RP made a motion to tentatively approve the FY2024 Beach budget in the amount of \$1,990,829. CM seconded the motion and it passed, 7-0-0: CM, PM, PS, MD, RB, LJM, RP.**

- **630 – RECREATION**

Dustin Pineau presented; said only reflected contractual change is the 20% of the over-time line item per office manager; receipts are just over \$200,000.

**RB made a motion to tentatively approve the FY2024 Recreation budget in the amount of \$164,361. CM seconded the motion and it passed, 7-0-0: RB, CM, PM, PS, MD, LJM, RP.**

- **295 – HARBORMASTER**

Dawson Farber, Harbormaster, presented; level-funded but for contractual obligations; thanked JCY for her assistance.

PS asked per over-time increase which Mr. Farber qualified as contractual and ES said all unions have over-time but only certain employees get it, per SEIUB and AFSCME.

**CM made a motion to tentatively approve the FY2024 Harbor Master budget in the amount of \$393,580. PM seconded the motion and it passed, 7-0-0: CM, PM, PS, MD, RB, LJM, RP.**

- **640 – GOLF**

Maryellen Fabiano-Stowe, Acting Director of Golf, presented; noted a 1.82% budget reduction due to vacant position with a reduced salary that is within the range of the union; office manager line item to be absorbed into a seasonal assistant at a less expensive rate; cable cost increase; some line items changed as demarcated.

PM asked per \$145,000 in revenue over the previous year and \$120k over FY2022 as of January 2023. LJM asked per tree removal, which Ms. Fabiano-Stowe said is still ongoing and that the \$20,000 allocated to these efforts has been spent; informed the public that trees are not being removed for the purpose of pace of play.

**RB made a motion to tentatively approve the FY2024 Golf budget in the amount of \$2,078,038. PM seconded the motion and it passed, 7-0-0: RB, PM, PS, CM, MD, LJM, RP.**

#### **4. PUBLIC WORKS**

- **411 – ENGINEERING**

Thomas Andrade, Town Engineer presented by remote: reported a level-funded budget with some consolidations including office, education and engineering supplies on one line and traveling, mileage and dues on another; addressed storm drainage question, noting MS4 permit as an annual mandated State requirement and a 604B grant.

**PM made a motion to tentatively approve the FY2024 Engineering budget in the amount of \$470,076. CM seconded the motion and it passed, 7-0-0: PM, CM, PS, MD, RB, LJM, RP.**

- **192 – PROPERTY/BUILDINGS**

Michael Lavin, DPW Director, presented; increase for fire equipment services including mandatory inspections and new, unified locksmith services with greater key control; drain cleaning; Terminix at Jerico House and Town Hall; septic piping; Comcast; dumpsters and a request for full-time custodial services. Vacancy position open for an electrician.

PS asked if all dumpster off-loading might be combined in the Nauset contract which Mr. Lavin agreed would make sense and that his department's contract has another year.

**RB made a motion to tentatively approve the FY2024 Property/Buildings budget in the amount of \$1,053,431. PM seconded the motion and it passed, 7-0-0: RB, PM, PS, MD, CM, LJM, RP.**

PM asked per the Transfer Request Fund item for Haggis Beach which JCY said she answered in an e-mail. PM said the need in question appear to be a minor repair job. Mr. Lavin replied that Costal Engineering made an assessment and that a pump truck patch-up would not get the job done and said that safety is the first concern.

- **422 – DPW**

Michael Lavin, DPW Director, presented; indicated big ticket-items including repairs and maintenance, vehicular and basin related cost increases; fleet and highway work order system; EPA storm water permit and disposal operations; plan for two full-time hires with benefits to augment finding seasonal workers for irrigated properties; small increase for pavement costs.

PS asked per budget line changes which Mr. Lavin related as salaries and staffing. Discussion continued on the designation of employment positions within the budget.

**MD made a motion to tentatively approve the FY2024 DPW budget in the amount of \$2,853,502. CM seconded the motion and it passed, 7-0-0: MD, CM, PM, PS, RB, LJM, RP.**

- **423 – SNOW AND ICE**

Michael Lavin, DPW Director, presented; said the shed was filled for the start of the season with about \$50k having been spent so far, happy with the lack of snow.

**PM made a motion to tentatively approve the FY2024 Snow & Ice budget in the amount of \$250,000. CM seconded the motion and it passed, 7-0-0: PM, CM, PS, MD, RB, LJM, RP.**

- **424 – STREET LIGHTING**

Michael Lavin, DPW Director, presented; reported no increase on the public utility.

**PM made a motion to tentatively approve the FY2024 Street Lighting budget in the amount of \$60,000. LJM seconded the motion and it passed, 7-0-0: PM, LJM, PS, MD, CM, RB, RP.**

- **433 – WASTE COLLECTION**

Michael Lavin, DPW Director, presented; said collection contract ended last December, and that the contractor has refused to put a cap on the CPI, cost reduced to \$109 from \$118. RP noted increases in wood waste and other recycling, to which Mr. Lavin said recycling is sometimes a bigger cost than regular trash. PM asked what might happen if recycling is abolished. Mr. Lavin expressed recycling as an unfunded mandate with the potential for the Cape to become an export state.

**PM made a motion to tentatively approve the FY2024 Waste Collection budget in the amount of \$1,789,838. PS seconded the motion and it passed, 7-0-0: PM, PS, MD, CM, RB, LJM, RP.**

### **III. ADJOURNMENT**

**PM made a motion to adjourn the FINCOM meeting at 6:59pm. CM seconded the motion and it passed, 7-0-0: PM, CM, PS, MD, RB, LJM, RP.**

Respectfully submitted,  
Jody O'Neil

Accepted by Finance Committee March 29, 2023