

FINANCE COMMITTEE MEETING

JULY 12, 2023, 6:00 PM

**YARMOUTH TOWN HALL, CONFERENCE ROOM B
1146 ROUTE 28, SOUTH YARMOUTH, MA**

1. Call Order & Declaration of Quorum - 6:00 PM
2. Public Comment: 6:05 PM
3. Budget Transfer Requests
(Possible vote to approve)
 - a. Highway Wages - \$18,000
 - b. Roll Off Update (see prior transfer) - \$12,600
 - c. End of Year Various - \$43,000
 - d. Cherry Sheet Charges - \$13,220
4. CIP Appointments Next Steps?
5. Draft Schedule Overview (to be handed out at meeting for first brief overview)
6. Prior Meeting Minutes Review (vote to approve) – (allow ~10 min/request)
7. Proposed Future Agenda Items
8. Adjournment – 8:00 PM

Notes

- The above time frames listed are intended to guide the Finance Committee in their work. The above times are approximate and therefore, may occur earlier or later than noted and may be taken out of order.
- The items listed above are those reasonably anticipated by the Chair, which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.
- As required by Open Meeting Law and Mass. General Law, we are informing you that this meeting will be video and audio recorded, as well as rebroadcast. Anyone intending to video or audio record this meeting is required to inform the Chair.
- The public is invited to offer comments at the outset of the meeting. Once public comments are closed, the Chair may, but is not required to, recognize additional comments from the public.

Per M.G.L.: All town and school boards, committees, commissions, and authorities shall post a notice of every meeting at least 48 hours prior to such meeting, excluding Saturdays, Sundays, legal holidays. Notice shall contain a listing of topics/agenda that the chair reasonably anticipates will be discussed at the meeting.

This is to formally advise that, as required by G.L. Chapter 30A, §§ 18-25, and pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency, signed into law on June 16, 2021, as extended by Chapter 2 of the Acts of 2023, the Yarmouth Finance Committee will hold a public meeting on Wednesday, July 12, 2023 at 6:00 p.m. in Conference Room B, Yarmouth Town Hall, 1146 Route 28, South Yarmouth, MA 02664. The public is welcome to attend either in person or via the alternative public access provided below.

Zoom Meeting Information for Alternative Public Access

To join on a computer:

<https://us02web.zoom.us/j/85767127789?pwd=cUN2L3VEZzVUVHlxTkhiRWpHbM2UT09>

Passcode: 814937

Or One tap mobile : +19292056099,,85767127789# US (New York) +13017158592,,85767127789# US (Washington DC)

Or Telephone: Dial (for higher quality, dial a number based on your current location):

+1 929 205 6099 US (New York) +1 301 715 8592 US (Washington DC) +1 305 224 1968 US
+1 309 205 3325 US +1 312 626 6799 US (Chicago) +1 646 931 3860 US +1 689 278 1000 US +1 719 359 4580 US
+1 253 205 0468 US +1 253 215 8782 US (Tacoma) +1 346 248 7799 US (Houston) +1 360 209 5623 US
+1 386 347 5053 US +1 507 473 4847 US +1 564 217 2000 US +1 669 444 9171 US +1 669 900 6833 US (San Jose)

Webinar ID: 857 6712 7789

Budget Transfer

As authorized by Section 4-3-3e of the Town Charter, the Town Administrator, with the approval of the Board of Selectmen and Finance Committee has the authority to transfer funds within the budget, if the total budget is not increased

*Not available
NR*

Dept #: 433		Dept Name: Waste Management				
Transfer Information	Org #	Object #	Project #	Account Name	Amount	Acctg Only
Transfer From:	10006505	585010	22122	3/4 Ton 4x4 Pick Up w/Plow	12,600.00	0
Transfer From:	10006505	585010	2316F	Repl 2012 F250 Pick Up w/plow	19,575.00	0
Transfer To:	10004335	585010	22141	Sanitation Roll Off	32,175.00	I
Transfer To:						I
Transfer To:						I

Explanation

At the 2022 ATM, Yarmouth voters supported a purchase of a new roll off truck for Sanitation Division, in the amount of \$240,000, unfortunately this price did not include a snowplow package. To best utilize equipment during emergencies, all Public Works vehicles are being ordered with snowplows to ensure equipment is ready to go for emergency response. The cost of the snowplow including installation is \$32,175. These funds were approved for Park's trucks, subsequent vehicles came in at a lower cost, as they had been preordered by the vendor.

Board of Selectmen Approval (Sign & Date)	<i>[Signature]</i>
Finance Committee Approval (Sign & Date)	<i>[Signature]</i> 6/28/23
Town Administrator Approval (Sign & Date)	<i>[Signature]</i> 06/28/23


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Dept #: 433	Dept Name: Waste Management					
Transfer Information	Org #	Object #	Project #	Account Name	Amount	Acctg Only
Transfer From:	06505001	511000		Park FT Wage	30,000.00	D
Transfer From:	06505001	512000		Park Seasonal Wage	13,000.00	D
Transfer To:	04335001	513000		Sanitation OT Wages	6,000.00	I
Transfer To:	04335470	538076		Construction & Demo	37,000.00	I
Transfer To:						I

Explanation

Please allow a transfer of funds from Park Division's FT and Seasonal wages where funds are available because FT positions have not been filled, and so far no Seasonal Laborers have applied. Please allow this transfer of \$6,000 into Waste Management Division OT wage budget to offset use of OT funds to cover staffing shortage. Please allow a transfer of \$37,000 to cover increased volume of material, which caused a shortage in the Construction and Demolition line, this additional \$37,000 will cover the invoices through June 30.

Board of Selectmen Approval (Sign & Date)	
Finance Committee Approval (Sign & Date)	
Town Administrator Approval (Sign & Date)	

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Dept #:	820	Dept Name: Cherry Sheet Charges			
Transfer Information	Org #	Object #	Project #	Account Name	Amount
Transfer From:	03025000	560200		CC REGIONAL SCH ASSESSMENT	13,220.00
Transfer To:	08200000	563400		M.V. EXCISE TAX BILLS	13,220.00

Explanation

State actual RMV Non-Renewal Surcharges from the cherry sheet came in over the estimated amount provided by the state. The transfer is from remaining budget in the Cape Cod Tech assessment account due to reduction of the school's budget resulting from tl and deficiency balance at the end of FY2022.

Board of Selectmen Approval (Sign & Date)	
Finance Committee Approval (Sign & Date)	
Town Administrator Approval (Sign & Date)	