In accordance with the Governor’s Order Suspending Certain Provisions of the Open Meeting Law, G. L. c. 30A, § 20, relating to the 2020 novel Coronavirus outbreak emergency, the January 15, 2021 public meeting of the Falmouth Finance Sub-Committee shall be physically closed to the public to avoid group congregation.

Alternative public access to this meeting shall be provided in the following manner:

1. Real-time public comment can be addressed to the Finance Committee utilizing the Zoom virtual meeting software for remote access. This application will allow users to view the meeting and send a comment or question to the Chair via the Chat function. Submitted text comments will be read into the record at the appropriate points in the meeting.
   a. Zoom Login instructions:
      i. Instructions and the meeting link for this specific meeting can be found at the following web address: https://www.falmouthma.gov/1154/Finance-Committee
      ii. Please plan on 10-15 minutes of preparation time to log in though it may be less if you have previously used Zoom on the device you will use to access this meeting.

2. Additionally public comments may be sent in advance of the meeting to keith.schwegel@falmouthma.gov at least 5 hours prior to the beginning of the meeting. Documents and audio or video files may also be submitted via email. Submitted email comments and documents will be made a part of the meeting record and may be read into the record, summarized or displayed during the meeting at the discretion of the chair

Present: Susan P. Smith, Joseph Lemay, Deborah D. Maguire, James Newman
Absent: None
Town Employees Present: Peter McConarty (DPW Director); Jim Grady (Highway Superintendent); Edwin Rivera (Fleet Services Manager); Jeremiah Pearson (Superintendent of Parks & Forestry); Amy Lowell (Wastewater Superintendent)

1. WELCOME
   Susan Smith opened the meeting at 1:31pm

2. DPW – Admin & Engineering
   The group discussed the Admin & Engineering Budget, focusing on the following:
   - Uniform Allowances
   - Increase in Equipment Line

3. DPW – Admin & Engineering – Street Lighting
   The group discussed the Street Lighting Budget, focusing on the following:
   - Location of Lighting
   - Expenses included in the budget (electricity and repairs)

4. DPW – Highway Division
   The group discussed the Highway Division Budget, focusing on the following:
   - Reduction of OT line
   - Increase in Prof/Tech Beach line
   - Personnel scheduling (to reduce overall OT costs)
5. DPW – Highway Division – Snow & Ice
   The group briefly discussed the Snow & Ice Budget as it is consistently level-funded

6. DPW – Highway Division – Vehicle Fuel
   The group discussed the Vehicle Fuel Budget, focusing on the following:
   - Sprague contract
   - Contract allowances

7. DPW – Highway Division – Solid Waste Collection
   The group discussed the Solid Waste Collection Budget, focusing on the following:
   - Current contract details and its expiration date (May 2022)
   - General cost expectations with new contract
   - Discontinued use of SEMASS facility/now using Bourne facility

8. DPW – Highway Division – Bikeways
   The group briefly discussed the Bikeways Budget, focusing on the following:
   - Expenses are for Bikeways printed materials
   - Responsibility for budget (moved to Highway in FY21)

9. DPW – Highway Division – Waste Management Facility
   The group discussed the Waste Management Facility Budget, focusing on the following:
   - Well monitoring
   - Sufficient funding
   - Historical recycling expense
   - Mandatory recycling
   - Recycling practices

10. DPW – Fleet Services Division
    Deborah Maguire sat out the discussion due to a conflict of interest
    The group discussed the Fleet Services Division Budget, focusing on the following:
    - Line items requested but not recommended
    - Expenses that are still paid out of the Highway Budget

11. DPW – Tree & Parks Maintenance Division
    The group discussed the Tree & Parks Maintenance Division Budget, focusing on the following:
    - Contract services
    - New line for Recreation Grounds

12. DPW – Wastewater Division
    The group discussed the Wastewater Division Budget, focusing on the following:
    - Historical spending and increasing cost trends for certain line items (example: grinder pumps)
    - Vacant positions
    - Overtime decrease and effect on the Department

13. DPW – Water Division
    This division was deferred; the new Water Superintendent has only been in the position two weeks; they will meet with him later in the budget process
14. DPW – Renewable Energy
   The group discussed the Renewable Energy Budget, focusing on the following:
   - Funds required for wind turbine service
   - Solar farm costs/benefits
   - Location of panels in relation to gas vents

15. Other Business
   The group discussed the following:
   - Facilities Maintenance Division Budget (also deferred, new Department Head)
   - Potential DPW Articles for the April 2021 Annual Town Meeting

16. Adjourn
   Susan Smith closed the meeting at 2:23 pm