

Select Board Meeting Minutes

January 21, 2025, Budget Task Force (BTF) Meeting

Via Zoom Platform

Select Board Members Present: Susan Areson-Chair, Nancy Medoff-Clerk, Stephanie Rein-Member

Select Board Members Absent: Robert Weinstein-Vice Chair, Susan Girard-Irwin-Member

Others Present: Darrin Tangeman-Town Manager, Kelly Clark-Assistant Town Manager, Alex Lessin-Finance Director, Chris Kaufmann-Library Director, Stephanie Costigan-Truro Central School Superintendent, Heather Harper-Finance Director of Truro Central School, Trudi Brazil-Town Accountant, Paul Wisotzky-Town Moderator, Bob Panessiti-Finance Committee Chair, Raphael Richter-Finance Committee Vice Chair, Michael Fee-Finance Committee Member, Vida Richter-Truro School Committee Chair, Michael Forgione (Truro Voter and Truro Resident)

Chair Areson called the meeting to order at 8:30 am and noted that there was not yet a quorum of the Finance Committee.

Chair Areson then announced the department heads and the other members of Town staff who were present.

Finance Committee Chair Panessiti announced that he now had a quorum and called the meeting of the Finance Committee to order.

Chair Areson turned over the meeting to Finance Director Lessin who then reviewed the agenda for today's meeting:

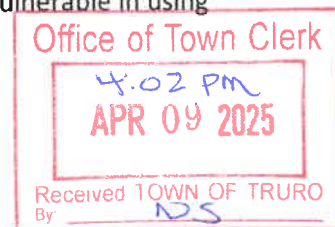
1. Library
2. Moderator
3. School

Library

Library Director Kaufmann introduced herself and then provided FY2026 Proposed Budget background information. Library Director Kaufmann noted that she had changed the way the budget had been completed in the past and she wanted to be transparent about the changes.

Library Director Kaufmann said that she drafted the budget during her second week in the role as the new director and then reviewed the FY2026 Proposed Budget overview with the BTF. Library Director Kaufmann then provided a status update.

Library Director Kaufmann and BTF Members discussed or commented on the following topics: the increased usage of the library; any data regarding library usage during the summer and the rest of the year; the need for technology assistance as it benefits older residents who are vulnerable in using



technology; small business services and interaction with the Truro Chamber of Commerce; consideration of whether or not the library should be open on Sundays during the summer.

Library Director Kaufmann then reviewed the Expenditures by Function: Salary and Wages (which had a total increase of \$38,829.08 or 9.75% increase); Services (\$1,200 decrease to Rental of Office Equipment); Purchase of Supplies (increase of \$5,000 for Books and decrease of \$1,478 to reflect actual FY2024 expenditures); Other Charges (decrease \$1,000 for Staff Development and increase of \$500 for Dues and Memberships); and Capital Outlay (decrease of \$8,600 or reduction of -89.6%).

Library Director Kaufmann noted that the FY2026 Proposed Budget was \$589,798 or an increase of 6.4% over FY2025 Budgeted.

Chair Areson asked if any BTF members had any questions and there were none.

Chair Areson then recognized Town Moderator Wisotzky who asked about examples of how the library could assist small businesses and Library Director Kaufmann replied assist with setting up and refining social media accounts as well as assisting with Search Engine Optimization (SEO).

Chair Areson thanked Library Director Kaufmann and then asked Finance Director Lessin to continue.

Moderator

Finance Director Lessin briefly highlighted the following Expenditures by Function of Town Moderator's budget: Moderator Dues & Memberships (and increase of \$80 or 266.7%) and Moderator Instate Travel (an increase of \$35 or 30.4%).

Finance Director Lessin noted that the FY2026 Proposed Budget is \$1,260 or an increase of 10%.

Town Moderator Wisotzky added that each year the Moderator's salary is set by the voters at Town Meeting.

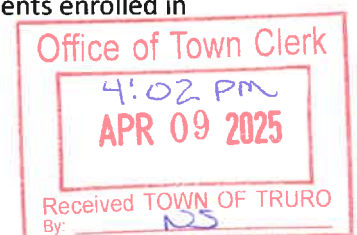
Finance Committee Chair Panessiti asked if the Town had moved to a per meeting model for the Town Moderator's salary and Finance Director Lessin replied that it was a per meeting model. He added that the projected budget for FY2026 planned for the Town Moderator's rate for two meetings.

Chair Areson asked Finance Director Lessin to continue.

School

Finance Director Lessin said that the Truro Public Schools (including Truro Central School and books for 7th to 12th grade) are chartered accounts so they are on a different program. Finance Director Lessin then introduced Truro Central School Superintendent Costigan.

Truro Central School Superintendent Costigan then presented the School Department Budget Narrative and Overview. Superintendent Costigan noted that there was no 6th grade this year but working to get that re-established for next year. As of October 1, 2024, there were 167 Truro students enrolled in



participant schools. Student enrollment has declined over the last four years and the most common response as to the cause of disenrollment is due to the cost of living and finding housing in Truro.

Superintendent Costigan and BTF Members discussed or commented on the following topics: reasons why children who disenroll from Truro Central School but enroll in Provincetown due to the We Care Program, class dynamics, and available housing; no school enrollment projections as Superintendent Costigan has not yet received census data yet; reasons why students enroll in Truro Central School include special education, class size, and the pre-school program.,

Chair Areson recognized Mr. Forgione who asked for clarification regarding Truro Central School's current school year enrollment and the number of students served. Superintendent Costigan confirmed that Truro residents (PK-6) were 65 students, Choice In (PK-5) were 14 students, Choice Out (PK-5) were 19 students, Choice Out (Grade 6) were 14 students, and Truro Residents (Grades 7-12) were 84 students.

Superintendent Costigan then reviewed the Status Update that highlighted key initiatives (Strategy for District Improvement, re-envisioning of grade 6, selection of a new reading curriculum, and the reconfiguration of the preschool programming.

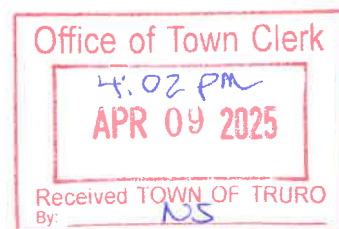
Superintendent Costigan highlighted Anticipated Cost Increases or Decreases to include: contractual obligations, the reduction of needs outlined in special education individual education plans (IEPs), a reduction of \$11,555 for medical/therapeutic services, a reduction of \$500 for summer medical/therapeutic services, a reduction of \$350 for special education substitutes, a reduction of \$7,600 for special education transportation for PK-6 based upon decreased needs of IEPs. The line for the STAR program at the Cape Cod Collaborative was decreased by \$65,000, the Nauset tuition line was reduced by \$133,173.75 due to declining enrollment. Special education transportation for 7-12 was increased by \$51,724 based on services outline in IEPs. The largest adjustment to the budget was for textbooks and instructional materials that resulted in an addition of \$100,000 to purchase new literacy curriculum. The FY2026 Proposed Budget increased by \$81,259 over FY2025 Budgeted (1.34%).

Superintendent Costigan then reviewed the List of FTE's from FY2025 and FY2026.

Chair Areson recognized Mr. Forgione who inquired if the staff would have to increase for a 6th grade teacher should the 6th grade be re-established or would it be a redistribution of the current teachers. Superintendent Costigan said that current teachers would be reassigned to the position so no external hires would be required.

Superintendent Costigan noted that the Truro Central School had partnered with the Climate Action Committee for addressing current and potential future impacts of climate change. One of the four initiatives in the school's strategy for district improvement is in the area of sustainability. Over the summer, the school adopted a zero-emission policy. This year, the school is participating in the MassCEC Bus Advisory Program to plan for the future electrification of buses leased through the Cape Cod Collaborative.

In FY2026, the HVAC system and roof repairs will be completed as part of the Capital Improvement Plan (CIP) and the school's security system will be upgraded to meet current standards. This will ensure the safety and security of the school building.



The school committee has been collaborating with the Massachusetts Association of School Committees (MASC) to review and update all policies. The school committee recently approved the policy manual, and the school is working with the MASC to digitize and post the manual on the school website.

Superintendent Costigan then reviewed the cash reimbursement for lunches served to children participating in the National School Lunch Program.

Superintendent Costigan said that the school committee had recently approved the FY2026 Proposed Budget at a public hearing. The FY2026 Proposed Budget is \$6,162,131 or an increase of 1.34% over the FY2025 Budget.

Superintendent Costigan noted that no members of the public attended the public hearing except for a parent who proposed an increase in the field trip line. There was a good discussion, and it will be considered for the FY2027 Proposed Budget.

Finance Director Lessin said that with the assistance of Truro Central School Finance Director Harper more detailed information will be posted on ClearGov regarding the school budget.

Chair Areson recognized Mr. Forgione who commented that the public would like to know ahead of Town Meeting about the costs per child for out of district expenditures and well as in district expenditures. Superintendent Costigan replied that the information can be provided to the public.

Finance Committee Chair Panessiti noted that the school budget is passed in April, approved by the voters on July 1st, and yet the completed census does not arrive until November so the public should expect budget changes for obligations for which the Town must pay (for example, a new student who enrolls at the school after July 1st).

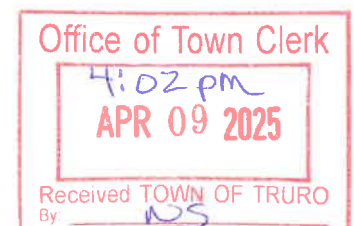
Superintendent Costigan said that she has been working with the Collins Center on creating an infographic that will help the public understand how the cost per pupil is computed. Superintendent Costigan hoped to have that infographic prepared for the public this spring and to share it at Town Meeting.

Town Manager Tangeman said that there will always be questions during the budget approval process and there will be additional questions based upon data at Town Meeting.

Chair Areson noted that every year, 15 days prior to Town Meeting, is the public budget hearing led by the Town Moderator where the public has another opportunity to ask questions about the budget ahead of Town Meeting.

Finance Director Lessin said that all departmental budgets have been reviewed, and non-departmental budgets can be reviewed next week as well as any other outstanding items. Finance Director Lessin reviewed the schedule for the next several BTF meetings.

Clerk Medoff asked Finance Director Lessin about the line item for legal fees and Finance Director Lessin replied that it would be presented at next week's meeting.



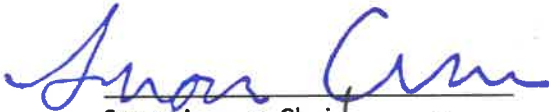
Chair Areson made a motion to adjourn the meeting of the Select Board at 9:35 am.
Member Rein seconded the motion.
By unanimous consent, the motion passed.

Finance Committee Chair Panessiti made a motion to adjourn the meeting of the Finance Committee.
Member Fee seconded the motion.
By unanimous consent, the motion passed.

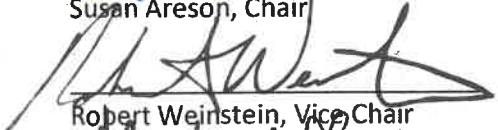
Respectfully submitted,



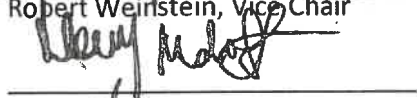
Alexander O. Powers
Board/Committee/Commission Support Staff



Susan Areson, Chair



Robert Weinstein, Vice Chair



Nancy Medoff, Clerk



Stephanie Rein, Member



Susan Girard-Irwin, Member

Public Records Material Attachment

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