

Revenue Enhancement Task Force  
July 24, 2008  
Meeting Minutes

7:00 p.m. Dlott Room, Town Hall

Josh called to order at 7:05 p.m.

In Attendance: Joshua Ostroff, Rich Sidney, Michael Foilb, Scott Laughlin, Paul Joseph, Todd Fleisher (8 Aqueduct Road),

1. Introductions
  - a. Todd Fleisher under consideration to fill vacancy on Task Force.
2. 6/10 Minutes:
  - a. Amended minutes – Line Item 4.a.1 to read: **Current meters fit within existing meter heads.**
  - b. Scott Laughlin - **Motion** to accept minutes; Second by Rich Sidney.  
**Passed 5-0-0.**
3. Fee Study update – report is not yet ready by outside firm. Hope is to be ready by August meeting, though.
4. Department input and review – Rich Sidney **motion** to authorized Josh to communicate to Department heads about forthcoming report; seconded by Scott Laughlin. **Passed 5-0-0.**
5. Draft Report-
  - a. Content and recommendations
    - i. Feedback on whether/where to include fines into report. For example, public safety (e.g. red light camera), board of health, etc.
      1. Rich Sidney proposing a section H to be added to address “Fines”
        - a. Issues about (1) Setting the level, and (2) Enforcement policy, including disposition of dollars
    - ii. Under G (Use of Assets), including Town Forest and Mary Bunker Park
    - iii. From a town employee (used Rockport, MA example to ID other opportunities)
      1. Commercial sponsorship on recycling bins
      2. Charge for videos at library (will add Item “Library” under E).
    - iv. Backflow testing fee on irrigation meter
    - v. Under G: Introduce concept of revenue enhancement considerations on future building planning (e.g. high school)
  - b. Format – no objections to proposed report format
  - c. Presentation to BOS

- i. Process will be to invite Finance Committee members to BOS meeting, then plan to deliver separate, formal presentation to the Finance Committee
  - d. Recommendations
    - i. Section A – some are not immediately actionable; many require additional input from other Town departments, committees, etc.
      - 1. Under A4, if there’s an opportunity to support state legislation, Task Force encourages BOS do so.
    - ii. Section B – Amended slightly, but existing wording is acceptable to taskforce
    - iii. Section C – As worded.
    - iv. Section D – Wording was altered to highlight that split tax rate is not a direct “revenue enhancement” item, however, impacts Town’s future ability to collect revenue
    - v. Section E – Addition of Item 4 (Library charges).
    - vi. Additional Section to be added (“Fines”)
    - vii. Section F – Becomes “Section G” – accepted as amended with minor change (added back “tourism” as revenue program/opportunity)
    - viii. Section G – Becomes “Section H” Added consideration to sell town/school assets (e.g. fixtures and artifacts from old property scheduled for demolition and replacement)
    - ix. Section 4 - Priority Revenue Opportunity
      - 1. Question about whether we should add an expected time dimension on recommended list (e.g., “short-term”, “long-term”, etc. ...decision of Task Force was to not add this dimension to this draft report.

Rich Sidney- **Motion** to approve the report as amended, subject to minor edits and to authorize the chair to create a PowerPoint presentation of the draft to BOS – Seconded by Michael Foilb. **5-0-0.**

- 6. Future business
  - a. Setting September meeting – Thursday September 4<sup>th</sup> 7 p.m.
- 7. Other business
  - a. None

**Motion to adjourn** at 8:45 PM by Michael Foilb. Seconded by Rich Sidney. **5-0-0.**