

**Tisbury Finance and Advisory Committee
Joint Meeting with
Tisbury Select Board
6:30PM, Wednesday, February 16, 2022
by Zoom Cloud Conference due to Covid-19 Restrictions**

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Present: Chair Nancy Gilfoy, Louise Clough, Jynell Kristal,
Mary Ellen Larsen, Rachel Orr, Allan Rogers, Lesley Segal,
Dan Seidman, Sarah York,
Select Bd: Chair Jeff Kristal, Roy Cutrer, Larry Gomez,
Others: Recorder – Marni Lipke, MV Times – Rich Saltzberg,
Town: Town Administrator – Jay Grande, Treasurer – Jonathan Snyder,
Moderator – Deborah Medders, Building Inspector – Ross Seavey,
Climate Com. - Melinda Loberg, Louise Clough, Rachel Orr,
Water Supt. – Chris Cassidy, Wastewater Supt. - Jared Meader,
DPW Director – Kirk Metell,
Administrative Secretary – Pam Bennett,
Planning Bd./Water Resources – Ben Robinson,

* TFC & TSB members late arrivals or early departures.

Call Meeting to Order

- The Tisbury Select Board (TSB) was called to order at 6:30PM.
- The Tisbury Finance and Advisory Committee (FinCom) was called to order at 6:30PM and roll was called. (*Recorder's note: Discussions are summarized and grouped for clarity and brevity.*)

Review of Fiscal Year 2023 (FY23) Budget Proposal and Related Warrant Articles (See documents on file.)

The FinCom and TSB reviewed Version #3 of the Warrant, passing lightly over some articles either already discussed, or scheduled for discussion, or deemed to be housekeeping.

(*Recorder's note: Article numbers subject to change with each Version.*)

Special Town Meeting (STM)

STM#1 Obtain Official Bonds – Housekeeping

STM#2 Compensating Balance Agreement – Housekeeping

STM#3 Borrow in Anticipation of Revenue – Housekeeping

STM#4 Fish Committee – (See below: Actions).

STM#5 Amend Personnel Bylaw – Along with companion Annual Town Meeting (ATM) articles (e.g. Natural Resource Director #25) this might be premature and consequently withdrawn or merged pending a Personnel Bd. meeting.

STM#6 Amend Animal Control Bylaw – This could significantly change the fine structure (see 1/26/22 Minutes p.2) and was being reviewed by Town Counsel.

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Annual Town Meeting (ATM)

ATM#1 Hear/Receive Reports – Housekeeping

ATM#2 Pay Prior Year Bills – Requires a 4/5 majority vote.

ATM#3 Add \$75,000 to Sick Vacation Trust – This fund was used to pay lump-sum payouts of accumulated sick/vacation time for retiring or resigning Town employees. Most positions had caps of 240 vacation and 96 sick days, which depending on seniority, were compensated at 25-50%. Water and Wastewater employees drew from their Department residuals.

ATM#4 Embarkation Fund Expenditure – (See 1/19/22 Minutes p.3.)

ATM#5 Community Preservation Committee (CPC) Expenditures – (See 12/8/21 Minutes.)

ATM#6 Amend CPC Bylaws – Housekeeping (See 12/8/21 Minutes.)

ATM#7 Establish CPC Reserves – Housekeeping (See 12/8/21 Minutes.)

ATM#8 Waterways Expenditures – (See 2/9/22 Minutes p.4.)

ATM#9a \$27,000 Beach Road Seawall Engineering – A matching share for a possible Federal Emergency Management Agency (FEMA) grant—the Town was hopeful about the application (by consultants Tighe & Bond), which would move the project towards actual construction. Climate change/sea level rise were taken into account.

ATM#9b \$75,000 Town Owned Facilities Energy Audit – The Town owned 9-10 buildings of differing age and histories. The FinCom asked about other resources: Rise Engineering/Cape Light Compact or Green Community grant funds (see below: Actions). Town Administrator Jay Grande preferred project based articles.

ATM#9c \$80,000 Owen Park Bandstand – This gap funding for the project would be added to already appropriated or fundraised moneys.

ATM#9d \$100,000 Subsidize Monitoring/Data Collection for Innovative/Alternative (AI) Septic Systems – As part of the original installation grant for John Smith Nitroe (nitrogen reduction) systems, the Town committed to 5 years of monitoring (see Minutes: 1/16/19 p.2, & 2/20/19 p.14, & 2/26/20 p.6). The project had now expanded from the original 10 unit pilot to the provisional stage for 50 systems, before the final Certified Waste Management Professional (CWMP) certification for general use. Issues included:

- public funding for a private firm (see below: p.6 - Chat);
- protocol to coordinate with Wastewater Enterprise Fund structure;
- easing the financial burden for property owners;
- contract clause that the Company is responsible for data collection unless the homeowner expands the system;
- exciting program that should be monitored.

ATM#9e \$100,000 Lake & Church St. Tennis Courts – (See 2/16/22 Minutes p.3)

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ATM#9f \$15,000 Library Technology & Website Upgrade – Scheduled for 3/2/22.

ATM#9g \$150,000 Library Building Repairs – (Scheduled for 3/2/22.) Renovation/repair was needed to keep the building weathertight and coordinated with the larger project. The Library Trustees were very successful in their fundraising.

ATM#9h \$15,000 Assessors' Historical Records – These funds would jumpstart a process that would then be incorporated into the Assessor's annual budgets. Grant applications had not been successful

ATM#9i \$ \$23,518.28 Fire Dept. Breathing Apparatus – (See 1/19/22 Minutes p.2.)

ATM#9j \$39,000 Information/Technology (IT) Infrastructure Upgrade – (See 2/9/22 Minutes p.2.)

ATM#9j \$35,000 Town Website Rebuild – (See 2/9/22 Minutes p.2.)

ATM#9l \$32,000 Assessors Hybrid SUV – The Assessor was the only Town employee using their own car. A four wheel drive vehicle was required to navigate all paved and unpaved Town roads and unfortunately Electric Vehicle (EV) charging infrastructure was not yet sufficiently established.

ATM#9m \$110,000 Trash Collection Truck – (See 2/9/22 Minutes p.3.) The FinCom suggested contacting Brunos about expanding the contract to cover this route of Town properties (see below: Actions).

ATM#9n \$50,000 Roadside Safety Equipment – (See 2/9/22 Minutes p.3.)

ATM#9o \$36,000 Hughes Hatchery Repairs – (See 2/9/22 Minutes p.1.)

ATM#10 \$500,000 General Stabilization – Mr. Grande recommended reducing this to \$250,000 to free up funds for FY23 tax relief (see below: ATM#30 & 31). Bond companies preferred consistent commitment to Stabilization, and the current \$2,024,353 balance allowed a lower annual contribution.

ATM#11 \$250,000 Capital Building Stabilization – The Select Board suggested this also be reduced to \$100,000 in consideration of the commitment of the Meals/Lodging and Short Term Rental revenues. The current balance was \$1,674,000. The Fund was intended for aggressive maintenance projects, stabilizing Town Hall structure, Library renovation, etc. Large projects (new Town Hall, Tisbury School renovation/addition) were beyond the Fund's capacity. Bonding or other Stabilization funds paid for fire and ambulance vehicles, roads/sidewalks, etc. (See below: ATM#30 & 31.)

- Select Board member Jeff Kristal suggested enhancing town business prospects by removing the food requirement from liquor sales.

ATM#12 \$50,000 Affordable Housing Trust – The CPC, which previously funded the Trust, preferred shovel-ready projects, whereas this was more of a reserve to take timely advantage of opportunities outside the Town Meeting timeframe. The goal was \$500,000. The Select Board asked for Affordable Housing Committee guidance.

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ATM#13 & 14 Taking of Mud Puddle Lane/Disposal of Short Hill Rd Land Swap - The acquired parcel would be useful as Town leaching fields because it was in neither the Tashmoo nor Lagoon Ponds watersheds. Its location also allowed interim use for equipment storage, etc. The environmental branches, Dept. of Public Works (DPW), Wastewater Dept., the property owner and neighborhood all supported the swap. Although the acreage was different the valuation was fairly equivalent—partially due to limited access. Formal appraisal had not been commissioned. Orchid and wildlife presence would be taken into account.

ATM#15 \$50,000 Quinquennial Real Estate Certification – Housekeeping (See below: Actions.)

ATM#16 & 17 Waterworks Budget & Capital Expenses – to be scheduled.

ATM#18 Sewer Enterprise Fund Budget – To be scheduled. The budget was based on the new fee structure approved at today's Public Hearing.

ATM#19 Sewer Connection Acceptance – Housekeeping

ATM#20 Accept Tashmoo Ave. at Baylis Way as Public Way – An unusual article recommended by the Planning Board and supported by the Fire and DPW Departments, shifting a private road to the Town to improve emergency access. The Way did not meet standard road requirements: width, condition, etc. Current owners were responsible for legal, engineering and insurance fees, associated with the transfer but once a Town road, the Town would be responsible for maintenance, plowing, etc. There was strong concern this not set a precedent, and/or be narrowly and strictly worded (see below: Actions).

ATM#21 Regional Services – (See Minutes: 1/12/22 p.1-4 & 2/2/22 p.5.)

ATM#22 Sheriff's Communications – (See 2/2/22 Minutes p.4-5.)

ATM#23 Local Drop-off (LDO) – The amount was likely to be reduced.

ATM #24 Housing Bank – (See 2/9/22 Minutes p.4-6). The article included a ballot question, with another article and ballot question after/if State Legislation passed.

ATM#25 Natural Resources Director – (See above p.1 STM#5.)

ATM#26 \$51,47818 Fire Dept. Administrative Secretary – (See 1/19/22 Minutes p.2.)

ATM#27 \$54,500 Financial Assistant – To be scheduled. The position would report to the Town Accountant.

ATM#28 Non-Union Part-Time, Seasonal Cost of Living Adjustments (COLAs) – There was a discussion on lack of candidates, bidding wars between towns, and suitable pay increases. The Personnel Board was considering giving Departments the flexibility to address individual situations.

ATM#29 Managerial/Professional COLAs – No discussion.

ATM#30 Town Operating Budget – Depending on the tax relief decision, the Town had to cut ~ \$1,000,000 to \$700,000 to avoid an override. Free Cash was expected to be certified very high at \$4,700,000, possibly due to over-budgeting

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but also to the difficulties of FY21 and FY22 where positions could not be filled nor projects completed due to pandemic generated changes: labor shortage, supply chain disruption, reduced travel, inflation, etc. This discussion merged with the next Article.

ATM#31 Reduce the Tax Rate – Use of Free Cash to reduce the tax rate below the Proposition 2 ½ limit (i.e. no override) would compound the FY24 tax rate—requiring the same commitment just to break even. The FY23 commitment would include the \$400,000 total reduction from ATM articles #10 & #11.

- Free Cash should maintain at least a \$500,000 balance.
- Money raised for specific warrant articles (i.e. not within the operating budget) was sequestered in separate accounts and held until the article was fulfilled. The Finance Dept. reviewed the accounts about every 5 years to reclaim funds from residuals or abandoned projects.

- Schools had under-estimated the health insurance increase and might have to re-work their budgets (see 2/2/22 Minutes p.4).

Deficit Spending for Snow and Ice Removal – Not needed.

The blizzard cost \$7,000 for 1,600 hours of labor.

- Unless the State passed the home rule petition legislation in a timely manner STM/ATM would take place on April 12th (see below: Meetings/Events).

Items Not Reasonably Anticipated by the Chair - None

Adjournment

- *Mr. Roy Cutrer moved and Mr. Larry Gomez seconded a motion to adjourn at 8:43PM, which passed unanimously: Mr. Cutrer—aye, Mr. Gomez—aye, Mr. Kristal—aye.*

- *DAN SEIDMAN MOVED TO ADJOURN AT 8:44PM; LESLEY SEGAL SECONDED; MOTION PASSED UNANIMOUSLY: 9 AYES, 0 NAYS, 0 ABSTENTIONS: DAN SEIDMAN—AYE, LOUISE CLOUGH—AYE, JYNELL KRISTAL—AYE, SARAH YORK—AYE, LESLEY SEGAL—AYE, MARY ELLEN LARSEN—AYE, RACHEL ORR—AYE, ALLAN ROGERS—AYE, NANCY GILFOY—AYE.*

Appendix A: Meetings/Events:

- **TFC – 6:30PM, Wednesdays, February 23, 2022 – Zoom**

- MVPS Vacation – February 28 – March 4, 2022

- Close STM/ATM Warrant – March 8, 2022

- STM/ATM – **TBD** – 7:00PM, Tuesday, April 12, 2022 – Tis. School Playground

- OR** - 2:00PM, Saturday, April 30, 2022 – PAC

continued

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Appendix B: Actions

Article edits/actions:

- contact/confirm Fish Committee members.
- revise rubbish truck article re: raise & appropriate vs DPW Stabilization.
- contact Brunos re: expanding contract to Main St., Landings, Owen Park etc.
- Quinquennial Real Estate – sponsored by Assessor (not FinCom).
- Climate Com. - consider Green Community or Cape Light Compact energy audit funding.
- Jay Grande – circulate Planning Bd. letter re: Tashmoo/Baylis Way.

Agenda – Minutes: 2/9/22, 2/16/22

\$100,000 FY22 Reserve Fund spending tally – Balance: \$75,000
8/25/21 – Selectmen Other/Finance - \$25,000 Insurance shortfall

Appendix C: Documents on File:

- Agenda 2/16/22
- Town of Tisbury Special Town Meeting Warrant, Tuesday, April 12, 2022 at 7:00PM (2 p.) 2/3/22
- Town of Tisbury Annual Town Meeting Warrant, Tuesday, April 12, 2022 at 7:00PM (16 p.) 2/3/22
- Town of Tisbury Board of Health To Fund Monitoring, Testing and Analyses for Innovative/Alternative onsite Wastewater Technologies 12/17/21
- Chat:
 - Louise Clough: happy legl counsel is reviewing - Mass Law does specify increased fines - need to take current fines out of current bylaw.
 - Melinda Loberg - Rachel and Louise are also members of the Climate Committee. Rachel's summary was accurate. We will also be looking for grants applicable to the school - and may need a match.
 - Melinda Loberg - The Town taxpayers paid 50% of our existing wastewater plant.

Nancy Gilfoy – Chair

Date

Minutes approved 3/23/22