

**Town of Tisbury Finance and Advisory Committee**  
**Meeting Minutes**  
**Wednesday, February 1<sup>st</sup>, 2023, 6:30pm**  
**Via Zoom Teleconference**

**Present:** Chair – Nancy Gilfoy, Rachel Orr, Allan Rogers, Jynell Kristal\*, Louise Clough, Dan Siedman, John Oliver, Mary Ellen Larsen

**Others:** Chris Habekost, Bill Brigham, Heather Maciel, John Crocker, Heidi Rydzewski, Jared Meader, Jon Snyder, Abbe Burt, Deborah Medders, Melinda Loberg, Kim Elias, Lynne Fraker, Jeff Canha

**Recorder:** Juliet Mulinare

**Call to Order 6:30pm**

Ms. Gilfoy called the Tisbury Finance and Advisory Committee meeting to order.

**Review of Police Department Budget and Warrant Article**

Chris Habekost, Chief of Police, presented the FY24 proposed department budget with an overall increase of 2.1% (operating and payroll). The Committee discussed personnel and staffing the department to avoid overtime shifts. Chief Habekost explained some of the changes that needed to be made due to the Police Reform Act, which was passed in July 2022. The Committee discussed the Chief's request to purchase a boat and the benefit of having a police presence on the water. The Committee then discussed the warrant article request to establish and fund an Executive Assistant for the Department. Chief Habekost stated that this is a request to increase an existing position that will benefit both the department and the employee. The Personnel Board has approved the request.

**Review of Animal Control Budget and Warrant Article**

Heather Maciel, Animal Control Officer, presented the FY24 proposed department budget. She presented an operating budget that is 1.9% less than FY23. The Committee discussed the heating costs for the Department and when Ms. Maciel plans to advertise for an Assistant ACO (end of the month).

**Review of Harbormaster Budget and Warrant Articles**

John Crocker, Harbormaster, presented the FY24 proposed department budget with an overall increase of 16.6%. Increases to the payroll budget are the result of the reclassification study and step increases/ COLA. Increases to the operating budget are primarily due to the proposed addition of portable toilets at various locations. Mr. Crocker described the condition of existing restroom facilities and his plan to construct an enclosure to house toilets proposed for Lake St. The Committee also discussed the repairs needed for the Owen Park Pier and the timeframe and budget for dredging the harbor.

**Review of Information Technology Budget and Warrant Articles**

Heidi Rydzewski, Information Technology Manager, presented the FY24 proposed department budget with an overall increase of 8%. In addition to salary step increases, costs for software, licensing and anti-virus software have increased. Ms. Rydzewski explained the various projects she is working on including a new town website (launching 6/30/23) and retrofitting various town buildings (Emergency Services Building, Catherine Cornell Theatre, Council on Aging) to be equipped for hybrid meetings.

**Vote to Accept Late Filed Article from Wastewater Department**

Jared Meader, Wastewater Superintendent, was present to request a late-filed warrant article for \$25,000 to offset anticipated budget shortfalls.

*Motion placed on the floor by Mr. Rogers to accept the late-filed article request. Ms. Orr seconds the motion, no further discussion, roll call vote: Oliver – Aye, Seidman – Aye, Orr – Aye, Kristal – Aye, Larsen – Aye, Clough – Aye, Rogers – Aye, Gilfoy – Aye. Motion passes unanimously (8-0-0).*

#### **Vote on Articles and Budgets Reviewed on 1/18/23**

The Committee reviewed the budget request from the Tisbury School.

*Motion placed on the floor by Ms. Clough to recommend the Tisbury School budget request of \$8,314,616. Ms. Kristal seconds, no further discussion, roll call vote: Rogers – Aye, Orr – Aye, Seidman – Aye, Kristal – Aye, Larsen – Aye, Oliver – Aye, Clough – Aye, Gilfoy - Aye. Motion passes unanimously (8-0-0).*

The Committee discussed the High School budget request. The town assessments have not been finalized as the central office is still waiting on numbers from the State, so the budget number presented last week was an estimate.

*Motion placed on the floor by Mr. Rogers to table the vote until the correct figures are available. Mr. Oliver seconds the motion, no further discussion, roll call vote: Rogers – Aye, Orr – Aye, Seidman – Aye, Kristal – Aye, Larsen – Aye, Oliver – Aye, Clough – Aye, Gilfoy - Aye. Motion passes unanimously (8-0-0).*

\*Ms. Kristal departs the meeting.

The Committee reviewed the MVRHS warrant article request for \$2 million for the feasibility study. Ms. Gilfoy clarified that the new Regional Agreement will also need to be voted on at Town Meeting.

*Motion placed on the floor by Ms. Orr to recommend funding Tisbury's share of the cost of the feasibility study, with the caveat that Tisbury's assessment is based on the town's percentage share (21%) from the updated Regional Agreement, not the existing one. Mr. Oliver seconds the motion, no further discussion, roll call vote: Rogers – Aye, Orr – Aye, Seidman – Aye, Larsen – Aye, Oliver – Aye, Clough – Aye, Gilfoy - Aye. Motion passes unanimously (7-0-0).*

The Committee reviewed the MVRHS warrant article request for approval of the updated Regional Agreement.

*Motion placed on the floor by Mr. Rogers to recommend approval of the updated Regional Agreement. Mr. Oliver seconds the motion, no further discussion, roll call vote: Rogers – Aye, Orr – Aye, Seidman – Aye, Larsen – Aye, Oliver – Aye, Clough – Aye, Gilfoy - Aye. Motion passes unanimously (7-0-0).*

#### **Filling Vice-Chair Position**

Ms. Gilfoy stated that the former Vice Chair of the Committee has departed so she would like to fill the role so there is someone ready to lead the meetings in her absence. Ms. Clough has volunteered for the role.

*Motion placed on the floor by Mr. Seidman to appoint Ms. Clough as Vice Chair of the FinCom. Mr. Rogers seconds the motion, no further discussion, roll call vote: Rogers – Aye, Seidman – Aye, Orr – Aye, Larsen – Aye, Oliver – Aye, Clough – Abstain, Gilfoy – Aye. Motion carries (6-0-1). The Committee thanked Ms. Clough for volunteering for the role.*

#### **Committee Reports**

The Committee briefly discussed the MassDOT hearing on addressing drainage issues downtown and expressed concern that five corners was not included in the Drainage Reduction Plan. The Comprehensive Wastewater Management Plan is in the Alternatives Analysis stage; the consultants will present various ideas on how to address the nitrogen issue.

### **Future Meetings**

Next week the Committee will meet with the Planning Board, Fire/Ambulance/EMT and possibly the Library. The following week will be the Selectboard and Personnel Board.

**Items Not Reasonably Anticipated by the Chair** None.

### **Adjournment**

*At 8:54pm a motion to adjourn was made by Ms. Larsen and seconded by Mr. Rogers. No further discussion, roll call vote: Larsen – Aye, Rogers – Aye, Siedman – Aye, Orr – Aye, Oliver – Aye, Clough – Aye, Gilfoy – Aye. Motion passed unanimously (7-0-0).*

### **Meeting Documents on File**

1. 2023 ATM & STM Articles Draft 4
2. POLICE BDGT24
3. POLICE HIRE & TRAIN BDGT24
4. POLICE VEHICLE BDGT24
5. Police Exec Asst. Warrant Article Request
6. ANIMAL CONTROL BDGT24
7. HARBOR BDGT24
8. TECHNOLOGY BDGT24
9. TECHNOLOGY EQUIP BDGT24
10. WW Late File Article

*Respectfully Submitted  
Juliet Mulinare, Recorder*

Minutes Approved: **3/1/23**

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Nancy Gilfoy – Chair

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Date