

**Tisbury Finance and Advisory Committee,  
6:30PM, Wednesday, January 19, 2022  
by Zoom Cloud Conference due to Covid-19 Restrictions**

1

**Present:** Chair Nancy Gilfoy, Louise Clough, Jynell Kristal,  
Mary Ellen Larsen\*, Rachel Orr, Allan Rogers, Dan Seidman,  
**Town:** Treasurer – Jonathan Snyder, Select Board – Jeff Kristal,  
Fire Chief – Greg Leland, Building Inspector - Ross Seavey,  
**Others:** Recorder – Marni Lipke,

\* TFC members late arrivals or early departures.

**Call Meeting to Order**

- 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 Fire Department Budget – Greg Leland, Chief**

(See documents on file.)

Budget: Although most Department items were flatlined, exceptions raised Fiscal Year 2023 (FY23) 19%.

- Cost of Living Adjustments (COLAs) and ~\$59,403 to institute relief coverage. Chief Greg Leland and Assistant Chief Patrick Rolston worked 40 hrs/wk. 52.2 wks./yr. However someone had to be on-call 24 hrs. a day 365 days/year. Without compensation Patrick Rolston was covering days and Chief Leland nights and weekends. Volunteer officers responded to standard calls (smoke alarms, etc.) but Management was called to all significant incidents, fires and accidents. Currently the only coverage was for Professional Development (PD) so Management needed some time-off for family and respite from the on-call workload—Chief Leland had already accumulated 389 hrs. (10 weeks) of unused vacation/sick time.

- Management was willing to absorb two nights' coverage each on top of their 40 hrs. Volunteer officers (and others if training was expanded) would cover the remaining 3 nights and 2 days at \$150 per shift (changed from \$20/hr.). On-call shifts allowed coverage from home provided it was within Tisbury boundaries and the destination could be reached within National Fire Protection Association (NFPA) standard time limits.

- Relief coverage was a universal mandate for all towns with full-time chiefs and asst. chiefs. Tisbury was the only such U.S. town without it. \$59,000 was half what Oak Bluffs and Edgartown were paying.

- The FinCom reviewed Chief John Schilling's FY20 retirement and the previous practice of including some shift coverage in salary lines.

- At 35 members the Department was understaffed from its optimal total of 40.

**Tisbury Finance & Advisory Committee**  
**January 19, 2022**

**2**

- There was a proposal for a shared Fire/Ambulance/Emergency Management administrative assistant that would sit within the Fire Department budget and management but no position salary or ancillary moneys were included in this draft. The Department generated 15-25 hrs./wk. of administrative work and this would be the easiest, most efficient solution. An Emergency Services (EMS) building office would require phone line and internet re-routing, supplies, etc.
- Position creation/funding protocol was confused especially in terms of presentation at Special/Annual Town Meeting (STM/ATM). The FinCom emphasized the importance of voters understanding and approving any new position (see below: Actions).
- The Data Processing line increase was a rate hike in licensing agreements.
- The EMS building was not holding up well. For example the green environmental flooring was starting to peel for lack of upkeep requirements, the heating/ventilation/air conditioning system was unreliable and a bathroom door was off. The Department hoped to work with the Department of Public Works (DPW) to reclaim some maintenance responsibility.
- Donations for expensive dress uniforms (see Minutes: 2/17/21 p.3, & 3/3/21 p.4) had not been forthcoming, but ~ \$1,000 from fundraising events garnered enough for a shirt and a pair of pants—but no insignia. Chief Leland hoped to keep one uniform in the yearly budget.
- The FinCom asked if the double digit increases were likely to continue in the future. Chief Leland responded that if the shift coverage forced an override, he could spread it over a number years, but it would mean yearly increases would continue. At the end of the meeting the FinCom asked about the impact of any transition from a volunteer to a professional department.

Articles

- The FY21 approved command vehicle was expected in mid-February, and the wildland vehicle (a model also designed for stormwater flooding) in mid-March.
- Year 2 of a 5-year commitment for breathing apparatus requested \$23,518.28 in a 50/50 match with embarkation funds (see below: p.3). (A similar article submitted in case Embarkation did not approve its match was withdrawn.)

**Review of Emergency Management (EM) Budget – Greg Leland, Director**

(See documents on file.)

Budget: This draft raised a number of questions.

- There was a mid-year shift from former EM Director Christina Colorusso at \$1,833/mo. (~\$22,000/yr.) to splitting the position between Chief Leland (\$17,500) and Asst. Chief Patrick Rolston (\$12,000)—although Chief Leland was considering shifting duties and pay more to Mr. Rolston.
- The Director change resolved some redundancy issues in that Fire Management was required to attend EM meetings.

**Tisbury Finance & Advisory Committee**  
**January 19, 2022**

**3**

- Dukes County recently hired an all island Emergency Coordinator (see Minutes: 3/3/21 p.3, & 3/24/21 p.5)—so the Tisbury FY22 contribution would be \$3,300. In addition, Island EM Chiefs rotated all-Island emergency duties. (The coordinator stipend was mis-located in this budget draft.)
- The FinCom expressed serious concern that the already overworked/over-committed Fire Management should be taking on additional duties. EM workload was estimated at about 40 hrs./mo. Except in emergencies (hurricane, blizzard seasons, etc.) in which case they doubled.
- The Department noted that civilians could and did help in emergencies which were also eased by Islandwide cooperation.

**Review of Ambulance Department Budget – Tracy Jones, Director** – Tabled

**Review of Embarkation Committee Final Recommendations – Jynell Kristal, Chair, Embarkation Committee**

(See documents on file and 12/7/21 Minutes p.2.)

Total funds available for \$248,519 compared with \$258,700 in FY22 and \$276,600 in FY21. There were 4 requests:

- 1) \$100,000 for dredging—in preparation for the harbor dredge;
- 2) \$100,000 for traffic safety and enforcement tactical team;
- 3) \$25,000 for beautification;
- 4) \$23,518.28 matching funds for Fire Dept. breathing apparatus.

• *ALLAN ROGERS **MOVED TO RECOMMEND APPROVAL OF THE FOUR FISCAL YEAR 2023 EMBARKATION ARTICLES** AS PRESENTED; LOUISE CLOUGH SECONDED; MOTION PASSED **UNANIMOUSLY: 7 AYE, 0 NAYS, 0 ABSTENTIONS**; MARY ELLEN LARSEN—AYE, LOUISE CLOUGH—AYE, JYNELL KRISTAL—AYE, DAN SEIDMAN—AYE, RACHEL ORR—AYE, ALLAN ROGERS—AYE, NANCY GILFOY—AYE.*

**Committee Reports**

- The Martha's Vineyard High School Committee (MVRHSC) certified a FY23 Budget and would meet again on January 21<sup>st</sup>.
- The Select Board agreed that its personnel policies should be updated, particularly in terms of vacations and rollovers.

**Future Meetings**

- January 26<sup>th</sup> would review Police, Animal Control, and the Sheriff's budgets.
- Police background information would be sent early for better understanding of the complexities of personnel changes.
- The Sheriff's Communications warrant article would also be sent early.
- February 9<sup>th</sup> the Housing Bank representatives were invited.

**Tisbury Finance & Advisory Committee**  
**January 19, 2022**

**4**

- The schools MVRHS, Tisbury School, and the Superintendent's Shared Services office would be next.
- Dukes County Manager Martina Thornton reported that Health Aging Martha's Vineyard requested 45% of their budget from the Towns. Percentages on additional programs were available on request.
- Regional entity presentations to an All Island FinCom (AIFC) was suggested as a time saver. However past experience showed that only 3 or 4 of each Town FinCom attended the AIFC meetings, so the regional representatives had to present once to the AIFC and then again to each FinCom.
- Entities with large increases included:
  - Accountant 12%;
  - Clerk at 12%;
  - Police at 15.9%
  - Martha's Vineyard Commission (MVC) 8.5%.
  - Animal Control at 50%;
  - Fire at 19%
  - Select Board at 27%;
- Information Technology (IT) was fairly stable, but there were data processing increases in every budget.
- The FinCom also needed the larger FY23 picture and override limit in order to debate priorities. Town Administrator Jay Grande mentioned a rough estimate of \$1,000,000 needed to avoid an override.

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

**Adjournment**

• MARY ELLEN LARSEN MOVED TO ADJOURN AT 7:53PM; JYNELL KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS: MARY ELLEN LARSEN—AYE, ALLAN ROGERS—AYE, RACHEL ORR—AYE, DAN SEIDMAN—AYE, LOUISE CLOUGH—AYE, JYNELL KRISTAL—AYE, NANCY GILFOY—AYE.

**Appendix A: Meetings/Events:**

- **TFC – 6:30PM, Wednesday, January 26, 2022 – Zoom**
- **TFC – TBD 6:30PM, Wednesdays, February 2, 9, 16, 23, 2022 – Zoom**
- **STM/ATM – TBD**

**Appendix B: Actions**

Nancy/Chief Leland – contact Personnel Bd. re: creating/funding Admin. Asst.  
Chief Leland – send Admin. Asst. job description, amended Fire & EM budgets.  
Nancy – reschedule Ambulance interview.  
Nancy – request report on FY23 big picture/override limits.  
Nancy – schedule school interviews.

**continued**

**Tisbury Finance & Advisory Committee**  
**January 19, 2022**

5

**Appendix B: Actions (cont.)**

\$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 1/19/22
- FY 2023 Budget Plan Town of Tisbury Department 220 Fire 1/11/22
- Tisbury Fire Department – FY 2023 Fee Expenditure Request –  
Article (Amended) - \$23,518.28 12/6/21
- Tisbury Fire Department – FY 2023 Fee Expenditure Request –  
Article - \$23,518.28 12/15/21
- Tisbury Fire Department – FY 2023 Fee Expenditure Request –  
Article - \$51,478.18 12/6/21
- FY 2023 Budget Plan Town of Tisbury Department 291 Emergency  
Management (3 p.) 1/11/22
- FY 2023 Budget Plan Town of Tisbury Department 291 Emergency  
Management (3 p.) 1/11/22 (*Revised*)
- Town Clerk memo re: Articles Received Prior to the Deadline for Submission  
of Appropriating Articles for the Annual Town Meeting to be Held ? (8 p.)  
1/13/22
- Article \_\_\_ Embarkation Fund Expenditures 12/14/21
- Article \_\_\_ Embarkation Fund Expenditures 12/30/21
- Gilfoy email re: Video 1/19/22
- Seidman/Snyder/Lipke emails re: Martha's Vineyard Commission FY2023  
Draft Budget (3 p.) 1/17/22
- Tisbury Fire Department, EMD and Ambulance Service Shared  
Administrative Secretary (3 p.)

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Nancy Gilfoy – Chair

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Date

Minutes approved as amended 2/2/22