

**Tisbury Finance & Advisory Committee
at the Tisbury Emergency Services Building
6:30PM, Wednesday, November 9, 2016**

Present: Chair – Jeff Kristal, Pamela Brock, Barbara Fortes, Nancy Gilfoy,
Jynell Kristal, Mary Ellen Larsen, Lesley Segal;
Town: Selectmen – Larry Gomez, Treasurer – Jonathan Snyder,
Others: Minutes – Marni Lipke * Late arrivals or early departures

Call to Order

The Tisbury Finance and Advisory Committee (FinCom) was called to order at 6:31PM.

• Budget Letter to Department Heads

Town Treasurer Jon Snyder was drafting the annual budget guideline letter to Department Heads (see documents on file). Departmental budget drafts WERE due December 1st. Budget variables for Fiscal Year 2018 (FY18) were:

- 1.3% raise for managerial/professional positions based on the Boston/Brockton/Nashua Consumer Price Index (CPI);
- 1% increase for Union contracts,
- 2% increase for the Police Union,
- likelihood of a second year of Dept. of Public Works (DPW) increase,
- 9-12% health insurance rate rise.

• JYNELL KRISTAL MOVED TO REQUEST ALL DEPARTMENTS LEVEL FUND DISCRETIONARY LINE ITEMS IN THE FISCAL YEAR 2018 BUDGETS; MARY ELLEN LARSEN SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.

• Review of Capital Planning Master List

• The Capital Planning master list had been edited to eliminate redundancies (e.g. Library roof request was under the Library Department) and clarified as to equipment (e.g. Department of Public Works (DPW) trucks).

• Discussion of Criteria for Evaluating Capital Spending Projects

The FinCom reviewed the proposed criteria to evaluate/prioritize capital spending projects:

- legitimacy- including any regulatory issues,
- efficiency including possibility of better ways to accomplish the goal,
- urgency/timing- including, project lifespan, funding timeline, etc.
- funding sources—projects not to be implemented merely because funding is available.

A number of examples were then discussed.

- Efficiency - multi-town equipment sharing (catch basin cleaners, wood chippers etc.);

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- Efficiency/timing - Library request to turn the garden into a multi-purpose conference room—to be delayed re: Town building moratorium pending a decision on new/renovated school;
 - Efficiency - plans for the current Tisbury School Building if the School vacates (e.g. Police, Town Hall, Library, etc.);
 - Legitimacy/timing/funding - instigation of a Chapter 90/bond funded paving program;
 - Efficiency - rotating street light replacement with LED bulbs—Cape Light Compact subsidy of the Park & Ride lighting;
 - Martha's Vineyard Community Services (MVCS) possible sale of Nathan Mayhew Center.
 - Funding/legitimacy - After years of patching and repairs the Owen Park Dock had to be replaced this year (\$400,000) and Acting Harbormaster John Crocker was looking for a Boston Harbor grant to renovate the Lake Street Dock. (There would also be the usual \$70,000 dredging article.)
 - Efficiency/legitimacy - Each Department seemed to have its quota of trucks and the FinCom requested a review of vehicle/equipment age, mileage, etc. The DPW included this information in their capital improvement requests.
 - Timing/urgency - Community Preservation (CPA/CPC) projects had a three-year construction start deadline so the Martha's Vineyard Museum had to return money voted for their roof. (Boston voted to join the CPC program materially changing State match rates.)
 - Urgency/funding – The whole sewer system needed constant monitoring and repair, and nitrogen loading was a separate but complex issue. Funding was already in place.
- The FinCom revisited the Facilities Manager/DPW discussion in light of Town Administrator Jay Grande's plans for a separate Facilities Manager budget, expressing concern over duplication of staff and equipment, and pointing out the current collaborative working relationship. There was praise for both DPW Director Ray Tattersol and Facilities Manager Kirk Mattell.

• **Quarterly Budget Review** (See documents on file.)

° **Material Distribution**

Quarterly reports were sent out for members to review at home. Any red flags could be raised at FinCom meetings, with the proviso that the Committee avoid micro-managing Departments. Most expenditure was on track a third of the way through the Fiscal Year with some seasonal exceptions ((e.g. assessor spent 47% of its line on the once a year October consultant)).

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• Finance Committee Calendar

◦ Which Departments

Everyone was hoping for a more efficient process this year. Department interviews would include:

DPW	Harbor
Police	Emergency Medical Services (EMS)/Fire
Library – mostly regulated by State mandates.	

Schools

- A substantial increase in Martha's Vineyard Regional High School (MVRHS) Tisbury enrollment would spike the Town's assessment.
- The Tisbury School budget was fairly lean. Town Accountant Suzanne Kennedy had a procurement issue around paying the invoice for the new boiler.
- Jeff Kristal considered that the Supt. Shared Services Office Budget to be fat but the Island lacked the will to cut it.
- IT WAS THE CONSENSUS OF THE FINCOM TO REQUEST DEPARTMENTS OUTLINE ANY PROPOSED WARRANT ARTICLES AT THE SAME TIME AS THEIR BUDGET REPORTS.

◦ What Date / Time (See below: Meetings/Events & Actions.)

- Budgets would be available for copying and distribution by December 8th.
- The next All Island FinCom meeting would be dedicated to the Center for Living (CFL or C4L). Future topics would be the MVRHS and the Dukes County Regional Housing Authority (DCRHA) follow up.

• Member Comment / Department Updates

- The MVRHS field renovation and astro-turf project would be used 50% by students and 50% by other adult and youth teams.
- Island Housing Trust (IHT) was not deemed an exempt corporation by the Town Assessor so Payment In Lieu of Taxes (PILOT) was being renegotiated. The usual formula was for 50% of normal taxes plus \$100 times the number of bedrooms. The FinCom discussed how such taxes would be incorporated into rent. The Martha's Vineyard Commission (MVC) was looking to apply the 10% affordable housing quota to the entire Island as a whole—including Aquinnah's high proportion of Tribal housing.
- Selectmen Melinda Loberg wrote a letter to the editor (see documents on file) suggesting the Town financially support William St. residents for the Halloween celebration and clean up. THERE WAS GENERAL CONSENSUS THAT THERE WERE WORTHIER CAUSES FOR TOWN FUNDING SUCH AS FOOD DRIVES FOR THE HOMELESS.

• Public Comment

- Jon Snyder would be requesting two withdrawals from the Reserve Fund for the FY17 portion (January to June) of Treasurer increases.

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- Replacing the Munis payroll software (\$4,000/yr.) with a Harper's payroll service (\$12,000/yr.) for a net increase of \$8,000 would relieve some significant paperwork burdens: quarterly reporting, Affordable Care Act forms, Massachusetts Teachers and Dukes County retirement reporting, W2s, as well as accepting some tax liability. The Town supported a weekly payroll including which varied with the biweekly Tisbury School payroll.
- Purchasing ClearGov.com (\$3,500/yr.) a website posting municipal budgets in clear accessible forms, by line, pie and tile charts, etc. would provide easy public access, without compromising municipal websites—the Town would submit information by CD at the end of each fiscal year.
- The FinCom reviewed Mr. Snyder's two commercial mooring fee plans (see documents on file) designed to increase Town revenues. These would either take back moorings or substantially raise fees.
- Martha's Vineyard Shipyard owner Phil Hale reported his moorings were granted by the Army Corps of Engineers and as such could not be re-claimed and there were distinctions between local, Federal and State waters.
- Companies could be compensated for the rate rise by being assigned an additional mooring.
- The Town needed overnight moorings, but found boatyards uncooperative with vacancies. Acting Harbormaster John Crocker proposed 20 additional Outer Harbor moorings.
- The FinCom was impressed by the proposals and encouraged steady pressure and progress.
- The assessor set the tax rates, with the continued 18% residential exemption and the third year of flat commercial rates.

• **Anything Not Reasonably Anticipated by the Chairman** - None

• **Adjourn**

• *JYNELL KRISTAL MOVED TO ADJOURN AT 8:32PM; NANCY GILFOY SECONDED; MOTION PASSED UNANIMOUSLY.*

Meetings/Events:

- TSBC - 5:00PM, Wednesday, November 16, 2016 - Tisbury School
- **All Island FinCom – 6:00PM, Tuesday, November 22, 2016 – EMS Bldg**
- **FinCom - 6:30PM, Wednesday, December 14, 2016 - Tisbury EMS Bldg**
- **FinCom - 6:30PM, Wednesday, January 11, 2017 - Tisbury EMS Bldg**
- **FinCom - 6:30PM, Wednesday, January 25, 2017 - Tisbury EMS Bldg**

continued

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Action List:

- Jeff – schedule: Fire/EMS & Harbor for 12/14/16
DPW & Police for 1/11/17
Library & Schools 1/25/17
- AI FinCom future agendas – DCRHA, MVRHS,
- December Agenda:
 - Minutes – Tis. FinCom: 6/15/16, 9/21/16, 10/19/16, 11/9/16
AI FinCom: 8/24/16, 9/13/16, 9/28/16, 11/22/16
 - Fire, EMS and Police budget presentations.
- Marni – email Oak Bluffs Preliminary Revenue Analysis to Jon S.
- Larry/Jon – follow up on commercial mooring fee proposals.

Documents on file:

- Agenda 11/9/16
- Kristal email re: Harbor and Proposals (2 p.) 11/5/16
- FY2018 Capital Planning Worksheet (10 p.) 11/9/16
- Kristal cover email re: Budget Reports 11/9/16
- Cefola email re: Budget Reports 11/9/16
- Town of Tisbury General Fund Budget Report November 7, 2016 (33 p.)
- Town of Tisbury Wastewater Budget Report November 7, 2016 (2 p.)
- Town of Tisbury Water Works Budget Report November 7, 2016 (3 p.)
- Town of Tisbury General Fund Budget Report November 7, 2016 (33 p.)
- Budget Index (4 p.)

Minutes approved 1/11/17.