

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

Present: Co-Chairs – Paul Cefola & Jeff Kristal, Pamela Brock,
Barbara Fortes*, Nancy Gilfoy, Tom Keller, Jynell Kristal,
Mary Ellen Larsen;
Others: Selectmen – Larry Gomez,
CFL Director - Leslie Clapp,
Dukes County – County Manager Martina Thornton,
Minutes – Marni Lipke * Late arrivals or early departures

The Co-Chairs convened the Tisbury Finance Committee (FinCom) meeting at 6:32PM.

Reserve Fund Balance Request from FinCom

It was decided that clerical expenses be voted from the Reserve Fund instead of the Selectmen's budget (see below: Actions).

• *MARY ELLEN LARSEN MOVED TO TRANSFER \$3,500 FROM THE RESERVE FUND INTO THE FINCOM BUDGET AS APPROPRIATE; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY. 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

Center for Living (CFL) Update (See documents on file.)

This report and discussion covered a number of points.

- Although there was no formal Purchase and Sale agreement, completion was only waiting on the Dukes County Audit and bonding company agreement with a tentative closing date of March 15, 2016.
- The County would then start required repairs and put out a competitive bid package on a long-term lease for elder services. In lieu of rent CFL would fund renovations on a building they did not own. Rental of the second floor would offset building maintenance. All Towns had approved the venture and so had to allocate money in Fiscal Year 2017 (FY17)—\$37,500 for Tisbury. It was hoped this would be part of Town Budgets—with the exception of Edgartown where it would be a warrant article.
- Both CFL and Dukes County had contacted architects, contractors, Cape Light Compact, sustainable energy consultants, etc. so that work could start immediately with an optimistic July 1st move-in date.
- The proposed three part Budget predicated an expanded program (5 days and 25 client capacity).

Part 1 - The County portion included two employees transferred in FY16.

Part 2 - The County contract with CFL encompassed all other expenses and employees including the CFL Director.

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Part 3 - The entire building, ongoing maintenance and rent offset.

- Employee raises were in line with County regulations: benefits, retirement system, 8% health insurance raise, 3% steps, Cost of Living (COLA) average of the six Towns' previous year's COLAs. The number of employees and hours was determined by required staff/patient ratios.
- The CFL was a hybrid; a non-profit agency collaborating with and partially funded by municipal senior centers to implement regionally efficient programs, while able to accept grants and bequests. Programs included: Senior Day, Memory Café, Nutrition, off-Island medical transport, Meals on Wheels and Serving Hands. The CFL would incorporate many of its programs into the building fairly quickly. They were working with an Alzheimer/Dementia specialist to increase community outreach and training for police, fire, rescue, Adult Education, Music, etc.
- The recent large bequest was specifically restricted to implementation of a medical model however Director Leslie Clapp was proceeding with great care, since the move would encompass substantial changes in: staffing (Doctor supervision, Nurse on site, etc.); Medicare/Medicaid certification (costs, process), and ongoing paperwork/reporting responsibilities. The next step would be a business plan.
- The new Board of Directors included direct Town representation in Selectmen and or FinCom members (Larry Gomez for Tisbury).
- Jeff Kristal acknowledging the budget would probably pass, but noting recent losses to the tax roll (MV Museum, Water Street Affordable Housing) suggested CFL voluntarily pay taxes as a means of 'sweetening the Tisbury pot'. Martina Thornton suggested this would engender friction with Towns (also with large non-tax paying tracts—MV Hospital, MVRHS, etc.) that would essentially be paying Tisbury taxes.
- Objecting to the FY16 Budget on one page and FY17 on another:
 - PAUL CEFOLA MOVED THAT THE FINCOM TAKE A POSITION THAT THIS BUDGET WAS NOT TRANSPARENT AS IT STANDS; THERE WAS NO SECOND.
- The FinCom asked that the CFL take a red pen to the budget possibly budgeting for a delayed opening (as was probable). Thanks were exchanged and Ms. Martina and Ms. Clapp left the meeting at 7:31PM.
- For the record Paul Cefola felt that they bobbed and weave and did not give definitive answers to questions and further he thought they hadn't the faintest idea about the real process of moving to a medical model/Medicare Certification for frontal lobe dementia/Alzheimer's.

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Martha's Vineyard Regional High School (MVRHS) Budget Status

Paul Cefola had a good explanatory meeting with MVRHS Finance Director Mark Friedman and received a copy of the FY17 Certified Budget (see documents on file).

- The MVRHSD was denied this round of Massachusetts School Building Authority (MSBA) funds (still no word on the Tisbury School application). Members were reminded of the MVRHSD Facilities Forum (see below: Meetings/Events).
- The Up Island Regional School District (UIRSC) was interested in changing the Supt. Shared Services Assessment formula (see below: Meetings). It was suggested the Tisbury Selectmen be encouraged to join Edgartown in slowing down the change (see below: Actions and Meetings).

Embarkation Fee Discussion

- Revenue averaged \$230,000 but the FinCom considered requesting the fee be doubled to cover rising costs. Other regional communities were also considering the issue. The State might request 25¢ out of the \$1.

- IT WAS THE CONSENSUS OF THE TISBURY FINCOM TO AUTHORIZE THE CO-CHAIRS TO REACH OUT TO OAK BLUFFS ABOUT RAISING THE EMBARKATION FEE.

- It was likely that there would an article to expand beer and wine service to include liquor—same rules as now on the books (see below: Actions).

FinCom Representation on Union Negotiations Meeting

- *JYNELL KRISTAL MOVED TO APPOINT MARY ELLEN LARSEN AS THE TISBURY FINANCE COMMITTEE REPRESENTATIVE TO THE UNION NEGOTIATIONS; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.*

Warrant Articles to Vote On (Remaining Ones #4, #9)

- Article #4 –Prior Year Bills

The RDA Softnet charges had not been paid for two years and the Company was now withholding passwords, leaving the Dept. of Public Works (DPW) in a precarious position. Larry Gomez asked why the funds were being drawn from the Reserve Fund.

- *NANCY GILFOY MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #4: PRIOR YEAR BILLS; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.*

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• Article #9 – \$30,00 Seal Lower Level Floor of Public Library

Library Director Amy Ryan had put this out to bid and was likely to reduce the amount on Town Meeting floor. Experts had recommended the carpet be taken up, the floor be sealed and then re-carpeted.

• *MARY ELLEN LARSEN MOVED THAT PENDING CLARIFICATION AT SPECIAL TOWN MEETING, THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #9: FUNDING FOR SEAL TREATMENT OF CONCRETE FLOOR IN LOWER LEVEL OF THE VINEYARD HAVEN PUBLIC LIBRARY; PAMELA BROCK SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.*

Budget Review Process Date and Schedule for ATM

FY17 Department requests were due January 15th and the first Draft Budget was expected around February 1st. The FinCom meeting schedule was sent accordingly (see below: Meetings/Events).

Warrant Articles from FinCom for Annual Town Meeting (ATM)

The FinCom agreed to request a warrant article to reduce Community Preservation Act (CPA/CPC) taxes to 1% (see below: Actions).

• The FinCom briefly discussed its own vacancy (see below: Actions).

Subcommittee Reports

• The Harbor Management met in December (see below: Actions).

• The Planning Board was interviewing two candidates for two vacancies.

Approval of Previous 2015 Minutes

• *MARY ELLEN LARSEN MOVED TO APPROVE THE MINUTES OF:*

- *SEPTEMBER 3, 2015,*

- *NOVEMBER 18, 2015, AND*

- *DECEMBER 9, 2015 AS AMENDED FOR SPELLING AND TYPOS;*

BARBARA FORTES SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, ABSTENTION AS ABSENT.

Adjournment

• *MARY ELLEN LARSEN MOVED TO ADJOURN AT 8:19PM; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.*

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Meetings/Events:

- MVRHS Facilities- 7:00PM, Thursday, January 7, 2016 - MVRHS PAC
- TSC - 8:30AM, Tuesday, January 12, 2016 - Tisbury School
- **FinCom - 6:30PM, Wednesday, January 12, 2016 - Tisbury School**
- Special Town Meeting - 7:00PM, Tuesday, January 12, 2016
- AISC Assessment - 7:00PM, Wednesday, January 13, 2016 - MVRHS
- **FinCom - 6:30PM, Wednesday, January 20, 2016 - EMS**
- Special & Annual Town Meetings - 7:00PM, Tuesday, April 12, 2016
- Annual Warrant Article Deadline - Monday, January 14, 2016
- Special Warrant Article Deadline - Late February 2016
- Election - Tuesday, April 26, 2016??

Action List:

- All - consider new FinCom member.
- All - consider Union Negotiations rep. alternate for Mary Ellen.
- Larry Gomez - call Matthew Hobart re: FinCom vacancy.
- FinCom - include FinCom clerical expenses in FY17 budget.
- Marni - send Co-Chairs previous clerical expenses estimates.
- Jeff/Paul - tell CFL when the FinCom will vote on their budget.
- All - please attend 1/13/16 AISC meeting.
- Jeff/Paul - email reminder AISC Assessment Formula meeting.
- Jeff/Paul - send copies of Blue Ribbon study to FinCom.
- Paul/Jeff - collect 10 signatures & contact Tom Scanlon re: CPA tax.
- Barbara - contact Jim Lobdell re: Harbor Management notification.
- Paul/Jeff - Post 1/12/16 and 1/20/16 FinCom meetings.
- Paul will be away from 2/17/16 on, Mary Ellen will be away for March.
- Agenda Reminders
- 1/6/16 Minutes
- Exploring New Revenue Sources
- New Member or Vote to Reduce FinCom to Eight Members

Documents on file:

- Agenda 1/6/16
- Finance and Advisory Committee contact sheet 11/15/15
- Center for Living FY2017 Budget Explanation (2 p.)
- MV Senior Services (Center for Living & VNA Building) Budget Worksheet (2 p.) 11/17/15
- MVRHSD Certified Budget for FY'17 (8 p.) 12/7/15

Minutes approved 3/23/16.