

**Tisbury Finance & Advisory Committee  
at the Tisbury Emergency Services Building  
6:30PM, Wednesday, December 9, 2015**

Present: Co-Chairs – Paul Cefola & Jeff Kristal, Pamela Brock,  
Barbara Fortes, Nancy Gilfoy, Jynell Kristal, Mary Ellen Larsen;  
Town: Selectmen – Larry Gomez, Treasurer – Jonathon Snyder,  
CPC – Chair Paul Munafo, Admin. Asst. Heidi Dietterich  
TSC – Colleen McAndrews,  
Minutes – Marni Lipke \* Late arrivals or early departures

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

**Community Preservation Act/Committee (CPA/C) Discussion,  
Encumbrance List and Open Projects** (See documents on file.)

- Co-Chair Jeff Krystal introduced the FinCom interest in giving the taxpayers a break by reducing CPA tax from 3% to 1% for the following reasons.
  - Projects were going to three different accounts to get funded;
  - CPA was sold as an affordable housing funder and the Town could dedicate funds to affordable housing a different way.
  - Some CPA projects had not spent their funds or not been completed.
  - 1% would get the bulk of State matching revenues.
  - Non-profits should get their funding through donations.
  - There were concerns about the proliferation of regional projects.
  - With the possibility of a second override in a row, it was likely the only possible break for taxpayers.
- A number of projects were discussed including:
  - Regional: Martha's Vineyard Museum, Skateboard Park, MV Sharks Baseball, Kuehn's Way (Bridge) Affordable Housing,
  - Tisbury - Lake St. Playground, Church stained glass windows, Town Hall windows, Dukes County Regional Housing Authority (DCRHA) Rental Assistance, Water St. Affordable Housing, Vineyard Playhouse, Tashmoo Spring Building, Owen Park, Spring Pond dredge etc.
- The CPC representatives responded.
  - They voted a deadline for any funds not spent within three years to be returned to the CPC account for re-allocation.
  - The Committee had similar regional concerns and an Islandwide CPC meeting was planned (see below: Tasks).
  - The Committee did its due diligence, closely reviewing applications, refusing projects presented without budgets or plans, overseeing progress.

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- Most non-profits used CPC funding as a small portion, supplementing with private donations and grants.
- The law was designed as a funding source to preserve communities and had gone a long way towards its goal so that reducing funds would seriously impact many worthy projects.
- Thanks were exchanged all around.

**Solar Panel Revenue Discussion with Bill Straw**

After a full year of operation the conservatively estimated \$60,000 revenues totaled \$104,128, in monthly installments of \$7-15,000 into the Town's General Fund.

- Mr. Straw recommended taking half the funds and reinvesting in alternative energy projects. For example the Cape Light Compact and CVEC funded change of streetlights (or municipal building lights) to LEDs saving \$500 in electric costs.
- He also recommended the Town purchase the array and/or build another to capture all the revenues now split with the contractors. State incentives restrictions limited some returns, however Tisbury, Oak Bluffs and Provincetown had received Municipal Energy Technical Assistance Grants (METAGRANT) for such projects.

Other points covered were:

- implications of solar roof panels for fireman access,
- increasingly powerful and user friendly solar panels,
- solar farm maintenance responsibility and life expectancy,
- Tisbury School energy efficiency through grant funding,
- Tisbury, Oak Bluffs, Edgartown shared Energy Conservation position.
- Thanks were exchanged all around.

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

After budget workshops and a public hearing the MVHRS Fiscal Year 2017 (FY17) showed 0.4% rise in expenditure, however a \$300,000 (2.41%) rise in assessment (\$18,663,094) was presented as driven by a 12% revenue decrease (See documents on file). Issues included:

- a 20% drop in enrollment over several years,
- the elimination and re-instatement of a Special Education Administrator (no effect on the bottom line),
- Acting Principal view that the School was administratively top heavy,
- refusal to provide documents in PDF format, and
- Charter School reimbursement/tuition increases.
- Facilities issues were not included but would be presented for discussion at a series of public community workshops (see below: Meetings/Events). Private

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and public funding for playing field renovation: track, soccer, baseball etc. was noted. Total rumored costs were anywhere from \$9 - 40 million.

- It was hoped the Superintendent's Shared Services office would be incorporated into the renovations.

**Budget Review Process / Procedure and Schedule**

Worksheets were distributed to the Departments and budget drafts were due back by January 15, 2016. The process was slightly delayed by possible management/compensation study issues, so step increases were not yet known and a very few positions would involve title changes and substantial raises. This was offset by some top step retirements (Ann Carter, Aase Jones, Tim McLean, Fred Lapiana, etc.).

- The process was for article requests (see below Meeting/Events) to be submitted to Hillary and drafted by Aase, before Selectmen votes.
- The previous clerk sent the FinCom a list, and the FinCom Chair picked up budget and warrant copies.
- The FinCom usually interviewed only those departments not adhering to the Treasurer's criteria (see 11/18/15 Minutes p. 4).
- Regional assessments (Supt. Shared Services, Martha's Vineyard Commission (MVC), Dukes County, etc.) might also be asked to present their budgets.
- Thanks were exchanged.

Special Town Meeting Warrant Recommendations (See documents on file.)

• Article #1 – \$110,000 Ambulance Repair

(See 11/18/15 Minutes p. 1.)

• *MARY ELLEN LARSEN MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #1: \$110,000 TO FUND REPAIRS TO THE 20007 FORD 3450 AMBULANCE; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

• Article #2 – Classification Plan

Money was approved to cover the changes but there was some question whether it was enough, although there were mitigating savings—people leaving or retiring, and some re-organization.

• *MARY ELLEN LARSEN AND PAUL CEFOLA MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #2: TO ADOPT A COMPREHENSIVE EMPLOYEE CLASSIFICATION PLAN; JYNELL KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

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- Article #3 – Amend Personnel Bylaw

- *PAUL CEFOLA MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #3: TO AMEND THE PERSONNEL BYLAW; PAMELA BROCK SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

- Article #4 – \$8,622.04 Prior Year Bills

Motion deferred due to questions about the RDA Softnet bill and a typo/error.

- Article #5 – \$7,600 Town Dock Repairs from Waterways

\$50,000 in CPC funding was dependent on the inspections and estimates this article would fund. It would also regularize pump-out services previously funded by Mr. Ralph Packer's generosity.

- *NANCY GILFOY MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #5: \$7,600 TO FUND INSPECTIONS AND ESTIMATES FOR REPAIRS REQUIRED ON DOCKS AND PIERS AT LAKE STREET AND OWN PARK AND DESIGN OF PUMP OUT FACILITY AT LAKE STREET LANDING; MARY ELLEN LARSEN AND PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

- Article #6 – \$61,138.58 Re-Appropriation of Funds for Two Dept. of Public Works (DPW) Two-Wheel Regular Pick-Up Trucks

These trucks were prioritized over some other equipment voted at the 2015 Annual Town Meeting. Two-wheel drives were much less expensive than four-wheel drives. Superannuated trucks would be declared surplus and auctioned off according to law.

- *JYNELL KRISTAL MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #6: \$61,138.58 TO AUTHORIZE RE-APPROPRIATION OF REMAINING FUNDED IN DPW CAPITAL EQUIPMENT ARTICLE #36 OF THE 2015 ANNUAL TOWN MEETING TO PURCHASE TWO TWO-WHEEL REGULAR PICK UP TRUCKS FOR USE BY THE DPW; MARY ELLEN LARSEN SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

- Article #7 – \$40,000 FY16 Sewer Enterprise Budget Transfer

The Department was down two staff and did not have enough licensed people, so was looking to contract replacements as a one time deal until Town Meeting.

- *JYNELL KRISTAL MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #7: \$40,000 TRANSFER OF FUNDS IN THE FY2016 SEWER ENTERPRISE BUDGET FROM UNION LABOR LINE ITEM TO PROFESSIONAL SERVICES LINE ITEM; BARBARA FORTES SECONDED; MOTION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION—PAUL CEFOLA.*

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- Article #8 – \$22,000 Transfer Information/Technology (IT) Transfer

This was an accounting house cleaning article. It was suggested expensive Town landlines be discontinued in view of the universal use of cellphones.

- *JYNELL KRISTAL MOVED THAT THE TISBURY FINANCE COMMITTEE RECOMMEND WARRANT ARTICLE #8: \$22,000 TRANSFER OF FUNDS FROM THE COMPUTER COMMITTEE A/K/A I.T. BUDGET IN FY2016 FROM SALARY LINE ITEM TO VARIOUS EXPENSE RELATED LINE ITEMS; PAUL CEFOLA SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

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

The Library was having moisture problems. The FinCom considered:

- the sorry state of Tisbury municipal buildings;
- mold remediation solutions;
- funding source and planning (see below: Action List).

- *NANCY GILFOY MOVED THAT THE TISBURY FINANCE COMMITTEE DEFER RECOMMENDING WARRANT ARTICLE #9: \$30,000 TO FUND SEAL TREATMENT OF CONCRETE FLOOR IN LOWER LEVEL OF THE VINEYARD HAVEN PUBLIC LIBRARY; PAUL CEFOLA AND BARBARA FORTES SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

**Center for Living (CFL) / January Meeting Discussion**

CFL Director Leslie Clapp had not contacted anyone, and Dukes County Manager Martina Thornton had no answers. Both the CFL and the County were criticized (see 11/18/15 Minutes p. 4).

**Sub Committee Reports**

- Mary Ellen Larsen - The Planning Board was working on an amendment to the zoning bylaws and would meet again towards the end of December. There was another Vision Planning Session tomorrow (see below: Meeting/Events): on Harbor Design, Owen Park update and the Shellfish Education Program.
- Jynell Kristal - The Embarkation Committee sent out letters for Department requests with a December 18th deadline. FY16 Funds were about \$230,000.
- Nancy Gilfoy – Both the Lagoon and Tashmoo nitrogen levels were unacceptably high. The Joint Tisbury Oak Bluffs Lagoon Wastewater Committee was working on proposals for a feasibility study for permeable reactive barriers to reduce current levels. The Tisbury Wastewater Planning was working with the Health Dept. on regulation for new construction. Options could be controversial, Town-wide sewerage, per bedroom wastewater surcharges, shellfish remediation, etc. The Septic Wicks were not functioning.

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The FinCom discussed:

- watershed (Tisbury, Oak Bluffs, and West Tisbury);
- technical and regulatory issues,
- size and urgency of the problem,
- grant funding.
- Jeff Kristal – The Massachusetts School Building Authority (MSBA) representatives requested a conference call with a Tisbury School facility group to gauge Town support if the project were to move to the next phase—a good sign. If the project were chosen (late December 2015 decision) the MSBA provided substantial technical and financial support. The Town would have a set period to show its support by voting architectural design moneys.

**Approval of October 14th, 2015 Minutes**

- *NANCY GILFOY MOVED TO APPROVE THE OCTOBER 14, 2015 MINUTES; JYNELL KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

Adjournment

- *PAUL CEFOLA MOVED TO ADJOURN AT 8:59PM; MARY ELLEN LARSEN SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.*

**Meetings/Events:**

- Vision Planning- 6:00PM, Thursday, December 10, 2015 – VH Library
- **Tisb. FinCom - 6:30PM, Wednesday, January 6, 2016 - EMS**
- MVRHS Facilities Forum- 7:00PM, Thursday, January 7, 2016 – MVRHS PAC
- TSC - 8:30AM, Tuesday, January 12, 2016 – Tisbury School
- Special Town Meeting - 7:00PM, Tuesday, January 12, 2016
- Special & Annual Town Meetings - 7:00PM, Tuesday, April 12, 2016
- Annual Warrant Article Deadline - Monday, January 25, 2016
- Special Warrant Article Deadline – Late February 2016
- Election - Tuesday, April 26, 2016??

**Action List:**

- All - consider new FinCom member.
- Heidi D. – send notes on Islandwide CPC meeting.
- Ask how other CPC's view reduction from 3% to 1%.
- Paul M./Heidi D. – talk to Jay Grande re: 2012 CPC funding for: Harbor Walk, Pocket Park, & Dredge.

**continued >**

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**Action List (cont.):**

- Jeff/Paul – invite Library re: floor sealing plans and facility issues.
- Colleen – report on Charter School formula.
- Jeff – research lawyer fees for solar contracts.
- Agenda Reminders
  - 9/3/15, 11/18/15, 12/9/15 Minutes
  - Center For Living
  - New Member or Vote to Reduce FinCom to Eight Members

**Documents on file:**

- Agenda 12/9/15
- Finance and Advisory Committee contact sheet 11/15/15
- Tisbury Community Preservation Committee Recommended Final Funding 12/7/15
- Tisbury CPC Projects History to Date (5 p.) 11/30/15
- Community Preservation Committee Active Project Status Report Summary (7 p.) 11/30/2015
- Town of Tisbury Community Preservation Fund (2 p.)
- Town of Tisbury Special Town Meeting Warrant Tuesday, January 12, 2016 at 7:00PM (2 p.)
- MVRHS FY17 Budget & State of Facilities Presentation (39 p.)
- MVRHSD Proposed Budget for FY'17 Version #6 (8 p.) 11/23/15

*Minutes approved as amended for spelling and typos 1/6/16*