

**Tisbury Finance & Advisory Committee
at the Tisbury Emergency Services Building
6:30PM, Wednesday, February 15, 2017**

Present: Chair – Jeff Kristal, Pamela Brock, Paul Cefola, Barbara Fortes,
Tom Keller, Jynell Kristal, Nancy Gilfoy;
Town: Selectman Tristan Israel*, Treasurer – Jon Snyder,
Accountant – Suzanne Kennedy, Moderator – Deborah Medders,
Schools: Supt. Matt D’Andrea, Student Support Co-Director Nancy Dugan,
Tisbury School Prin. John Custer, TSC Chair Amy Houghton,
TSBC Chair Colleen McAndrews,
MVRHS Principal – Sarah Dingley,
Finance Manager Mark Friedman,
Others: Minutes – Marni Lipke

* Late arrivals or early departures

• Call to Order

The Tisbury Finance and Advisory Committee (FinCom) was called to order.
(Discussions are summarized and grouped for clarity and brevity.)

• Minutes of February 8th, 2017

The Minutes were not sent out until earlier this afternoon. Chair Jeff Kristal asked if members had a chance to review them and whether they should be tabled. Paul Cefola objected to receiving the minutes so late. Marni Lipke asked the FinCom’s forbearance in view of the long, intense nature of the meeting and a backlog of other minutes.

• *JYNELL KRISTAL MOVED TO APPROVE THE MINUTES OF FEBRUARY 8, 2017 AS AMENDED; PAMELA BROCK SECONDED; MOTION PASSED: 5 AYES, 1 NAY—PAUL CEFOLA, 1 ABSTENTION—NANCY GILFOY* due to absence.

• Budget Discussions of Departments – Detailed Review of:

Tisbury Elementary School (See documents on file.)

The Budget was up 0.40% as a result of the commitment of \$100,000 in School Choice funds—the original draft was up 1.92% and the Tisbury School Committee (TSC) had considered committing, \$50,000, \$75,000 or \$100,000.

- The School Choice Fund balance was expected to be a little over \$200,000 by July 1, 2017.

• The Superintendent’s Shared Services Office was up 3.02% and salaries showed a \$41,000 increase. Of the \$500,000 in discretionary operating budget items, some were re-categorized, some increased in line with trending (copier, English Language Learner (ELL) Translations, etc.) some were reduced (new Math curriculum FY17 purchases would not be needed in FY18).

- Island Grown Schools (IGS) worked with every grade level except sixth grade integrating farming, gardening, and nutritional factors into many curriculums, including math, science, gleanings, field trips to local farms, etc. Although the

Tisbury Finance & Advisory Committee
February 15, 2017

2

Tisbury School contributed materials, time, and such over the years, IGS had requested a modest monetary commitment to facilitate their fundraising efforts. As a non-profit corporation the Martha's Vineyard Public Schools (MVPS) contracted with them for services.

- Administrative curriculum and vertical team leader stipends were reduced by funding them from a different source.

- Jeff Kristal strongly expressed his opposition to the Strings program that he felt should be paid for by the individual users and scheduled outside of the school day.

- The budget process started in September with the School Advisory Council (SAC) line-by-line scrutiny and three-year comparison. It was submitted to the Tisbury School Committee (TSC) in November who also gave it close consideration.

- *NANCY GILFOY MOVED TO APPROVE THE TISBURY SCHOOL FISCAL YEAR 2018 BUDGET; JYNELL KRISTAL SECONDED; MOTION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION – BARBARA FORTES* due to conflict of interest.

- The FinCom thanked the Tisbury School representatives for the \$100,000 in school choice funds and for the great job on their Budget.

- Later in the meeting Tisbury School Building Committee (TSBC) Chair Colleen McAndrews reported that the Massachusetts School Building Authority (MSBA) kick-off meeting went well. If everything stayed on track the target for the preferred schematic design was June 28th. The MSBA would then vote on the final project design and costs either December 14, 2017 or Feb. 14, 2018. This vote would start the 120-day time period for the Town to approve project funding—ideally at or before the 2018 Annual Town Meeting—not the fall STM originally planned. Ms. McAndrews asked the Town to consider whether they preferred an (ATM) or a Special Town Meeting (STM). Issues included:

- Tisbury historic precedence for STM to meet grant deadlines—which would include MSBA funding;

- size of the issue requiring more focus than was possible in Annual Town Meetings,

- the need for a ballot vote on the bond in addition to the STM,

- the cost of a separate STM.

Martha's Vineyard Regional High School (MVRHS)

(See documents on file.)

- The MVRHS started work on the budget on September 6th and continued through six working group public meetings with FinCom attendance. There was a televised public hearing around Thanksgiving and final vote to certify on December 5, 2016.

- The Fiscal Year 2018 (FY18) budget assumed \$200,000 in salary/benefits attrition savings. Transportation costs were more accurately assessed to the elementary/middle schools for a MVRHS decrease of \$44,000.

Tisbury Finance & Advisory Committee
February 15, 2017

3

- An assistant principal and a teacher were eliminated in FY17 but attrition could not continue indefinitely and depended on retirements and subjects. For example both science and foreign languages were difficult to fill and double certifications (i.e. biology/physics, French/German) were encouraged but hard to find/achieve.

- The ELL MVRHS population had grown sharply.
- The Tisbury bubble of 21 additional students (seven of whom were new to the area and not anticipated) was based on the October 1, 2016 census. It was exacerbated by a concurrent reduction in Oak Bluffs and Edgartown enrollment, spiking the Tisbury assessment proportion. The District always did its best to project student enrollment and give Towns ample warning. Selectman Tristan Israel strongly advocated for a review and amendment to the Regional High School agreement (such as a circuit breaker clause), feeling Tisbury was the most urban and least able to raise funds, as well as currently facing the burden of a new/renovated Tisbury School. However others noted the difficulties of revising a formula that would require MVRHSC approval and votes at all six Town Meetings, especially when every town voted in their own interest. A prior proposal to base assessments on a three year average was not voted by the MVRHSC.

- There were 167 Tisbury students at the MVRHS but Tisbury per pupil costs could not be calculated due to a number of Islandwide services that were included in MVRHS budgets.

- Part of the Budget increase was the School Committee's three-year attempt to address the Other Post Employee Benefits (OPEB) liability (in addition to the pay-as-you-go expenses), at least enough (\$1.7 million) annually to stop the liability growth. The matter had been exhaustively discussed, and in consideration of Tisbury Treasurer John Snyder's plea the MVRHSC had voted to offset the FY18 Budget with Excess and Deficiency (E & D) funds, that were the equivalent of a Town's Free Cash. However there would be another steep rise next year when/if E & D funds were not committed.

- Health insurance rises were another problem area. The MVRHS was struggling to find \$35,000 in FY17 funds to cover an 11% rate increase.

- Residential Placements for Special Needs students were also unpredictable and volatile. The line accounted for State Circuit Breaker revenues.

- Facilities maintenance had increased to compensate for years of neglect and the Facilities Manager had established a detailed preventive maintenance plan for Heating/Ventilation/Air Conditioning (HVAC) domestic hot water, fire alarm system, sprinklers, public address system, parking lot paving, etc. The Facilities Director reported at each MVRHSC meeting.

- The facilities budget was divided into three categories:

- ongoing maintenance,
- depreciation for when a big replacement was needed, and
- capital improvement for large costly items.

Tisbury Finance & Advisory Committee
February 15, 2017

4

- The athletic fields were in dismal shape and some funds were budgeted to improve irrigation and grass fields.
- A comprehensive renovation of the 160,000 sq. ft. campus was estimated north of \$20,000,000 and was awaiting MSBA grant funding.
- Otherwise the Budget was fairly lean. If more than two Towns failed the MVRHS budget it would be returned to the MVRHSC for further reductions, which at this point would programmatic cuts.
- *JYNELL KRISTAL MOVED TO APPROVE THE MARTHA'S VINEYARD REGIONAL HIGH SCHOOL FISCAL YEAR 2018 BUDGET; BARBARA FORTES SECONDED; MOTION PASSED: 6 AYES, 1 NAY—PAUL CEFOLA, 0 ABSTENTIONS.*

• **Adult Community Education Martha's Vineyard (ACE MV) Budget Discussion** (See documents on file.)

Director Sam Hart was ill and unable to attend.

- Chair Jeff Kristal stated the Schools showed a lack of care for Towns opinion in agreeing to the three year ACE MV assessment. Supt. Matt D'Andrea contradicted the assertion, explaining that the funding was dependent on all six towns approval. The Schools were solely the fiscal agent, accepting the funds and passing them on, minus a small administrative fee. ACE MV had a strong partnership with the schools and benefited the Island by providing further Career Technical Education (CTE) and a Masters in Education program, saving travel and time costs.

• **Cultural Arts Council Budget Discussion** (See documents on file.)

It was clarified that:

- Council cost was included in the Town Budget, and
- the Council had not committed to grants before receiving funding (listed grants were for FY17).

The Cultural Council received \$26,400 in State funds. All towns were asked to contribute but only Chilmark, Tisbury and West Tisbury paid \$2,500, the other towns paying proportionally less.

- *NANCY GILFOY MOVED TO LEVEL FUND THE CULTURAL ART COUNCIL FISCAL YEAR 2018 BUDGET AT \$2,500; JYNELL KRISTAL SECONDED; MOTION PASSED: 6 AYES, 1 NAY—BARBARA FORTES, 0 ABSTENTIONS.*

• **Dukes County Regional Housing Authority (DCRHA) Budget Discussion**

The discussion was scheduled for the next meeting. The FY18 budget provided a modest increase of 2.8%.

Tisbury Finance & Advisory Committee
February 15, 2017

5

• Department of Public Works (DPW) Budget Update (Building Maintenance Dept.)

The current thinking was to wrap the Building Maintenance Dept. into the DPW budget.

- There were eight DPW articles including one on the Town Hall Steeple (staff was looking for the earlier Einhorn Yaffee Prescott report) and another on the cemetery wall.
- The FinCom discussed merging the Building Maintenance and DPW Stabilization funds (see 2/1/17 Minutes p.3) as well as how Stabilization savings were accrued for such large items as the purchase of a back hoe, or extensive building repair.
- Jeff Kristal maintained DPW Director Ray Tattersol had a good handle on capital needs.
- So far there were no late filed articles and it was felt the FinCom Reserve Fund did not need replenishing.
- There were brief discussions on:
 - the status of the Energy Committee (see below: Actions), and
 - the CPC administrative assistant salary.
- The FinCom discussed their schedule and resolved as follows:
 - Feb. 22nd was a joint meeting with the Selectmen to cover the warrant articles and the DCRHA.
 - March 15th agenda would include: ACE MV, TSBC ATM vs. STM discussion, Vineyard Health Care Access Program (VHCAP), Center for Living (CFL), and Counseling Outreach and Referral for the Elderly (CORE).

• Warrant Article Discussion (Updated List) – See documents on file.

• Public Comment - None

• Adjourn

• *PAUL CEFOLA MOVED TO ADJOURN AT 8:29PM; NANCY GILFOY SECONDED; MOTION PASSED UNANIMOUSLY.*

Meetings/Events:

• FinCom/Selectmen - 6:30pm, Wednesday, February 22, 2017 -EMS Bldg.

- TSBC - 5:00pm, Wednesday, February 22, 2017 - Tis. School
- AISC – 5:00PM, Thursday, February 23, 2017 - MVRHS LCR
- MVRHSC - 5:00pm, Monday, March 6, 2017 - MVRHS
- TSBC - 5:00pm, Wednesday, March 8 & 22, 2017 - Tis. School

continued >

**Tisbury Finance & Advisory Committee
February 15, 2017**

6

- **TSC - 8:30AM, Tuesday, March 14, 2017 at the Tisbury School**
- **FinCom - 6:30pm, Wednesday, March 15, 2017 -EMS Bldg.**
- **TSBC/TSC - 5:00PM, Wednesday, April 5, 2017 at the Tisbury School**
- Tis. ATM/STM - 7:00pm, Tuesday, April 25, 2017 - Tis. School Gym

Action List:

- **All – review warrant articles for discussion.**
- Jeff – send 8 ½ x 11 draft Warrant to members.
- Jeff/Barbara – talk to Russell re: vehicle needs.
- Jeff – talk to Bill Straw re: delays in solar panels until School project decision.
- Agenda: Minutes – 2/15/17

Documents on file:

- Agenda 2/15/17
- Wednesday, February 8, '17 FY 2017 Budget, FY 2018 Budget... (2 p.)
- Friday, February 10, '17 FY 2017 Budget, FY 2018 Budget... (2 p.)
- Tuesday, February 14, '17 FY 2017 Budget, FY 2018 Budget... (2 p.)
- Conklin email re: Public Records/Website (2 p.) 2/14/17
- Kristal cover email re: ACE MV Information (School as Fiscal Agent)
- ACE MV EIN number... 2/5/14
- Organizational Structure of ACE MV
- ACE MV, Inc. Profit and Loss Budget vs. Actual July 1 through December 30, 2014 (3 p.)
- Spring 2015 Article
- Program Breakdown
- AISC of MVPS minutes excerpts (4 p.)
- ACE MV Spring 2017 Article
- Martha's Vineyard Cultural Council (2 p.)
- Tisbury School FY'18 Budget Analysis Draft #3.1 (9 p.) 12/22/16
- MVRHS FY18 Certified Budget Dec. 5, 2016 (24 p.)
- MVRHS FY18 Budget Highlights FY18 Certified Budget vs. FY17 Certified Budget
- Town of Tisbury Annual Town Meeting Warrant, Tuesday, April 25, 2017 at 7:00PM Draft (12 p.)

Minutes approved as amended 2/22/17.