

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

Present: Chair – Jeff Kristal, Pamela Brock, Nancy Gilfoy, Jynell Kristal,
Tom Keller, Mary Ellen Larsen;
Town: Treasurer Jonathon Snyder, Accountant Suzanne Kennedy,
Harbormaster – John Crocker,
Shellfish Warden – Danielle Ewart
Others: Recorder - Marni Lipke

* Late arrivals or early departures

• Call to Order

The Tisbury Finance and Advisory Committee (FinCom) was called to order at 6:32PM. *(Recorder's Note: Discussions are summarized and grouped for clarity and brevity.)*

• Budget Reviews Fiscal Year 2019 (FY19)

Harbor – Harbormaster John Crocker

(See documents on file & 1/25/17 Minutes p.3-5 & below: Actions.)

- The Harbor/Shellfish shared staff position was delayed by job description, Union and Personnel Board issues. The Part-Time Permanent line (previously Mr. Crocker's position) was zeroed out. In addition a staff member was injured and unable to work the season, reducing a number of costs (uniforms/gas-diesel, etc.)
- Line 5122 Part-Time Seasonal should be corrected to level funding \$38,107.
- Electricity - The Town was looking to reduce costs by replacing outdated, over-volume water heaters with on-demand energy efficient systems.
- Building Repair - The remaining \$99 was for keys, nails, etc.
- Vehicle Repair – the truck water pump was replaced by the Dept. of Public Works (DPW) mechanic, to the great improvement of the vehicle.
- Equipment Repair –was reduced in keeping with actual expenditure.
- Boat Repair – was much needed to maintain two pump-out boats, the patrol boat and two skiffs. The patrol boat functioned well but needed new fire-fighting pump (requested from an Embarkation Fund Warrant Article) to replace the previous jerry-rigging, which was corroding the hull by the chemical reaction of salt water, aluminum and brass. The boat was used for rescue and fire operations—last year was particularly eventful.
- Moorings/Buoys/Diver Hire – would be over spent in FY18 to add the new moorings and was rounded up slightly for FY19.
- Ramp/Pier/Jetty Light Maintenance was level funded. (Embarkation, State Grants (\$680,000) and Budget/Waterways funds would pay for Owen Park and Tashmoo pilings, bulkhead and lights repair/replacement—construction to start late fall 2018. Decking and stringers were in reasonable shape.

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- Advertising – was halved. Publishing new Tashmoo regulations was less costly than expected.
- Data Processing – The new software was very helpful and further training would allow it to do more—including credit card charges.
- Instruction & Training – covered minimal expenses to train the new assistant and keep the Harbormaster up to date.
- Communications – was shifted to Information/Technology (IT).
- Postage, Supplies (small hardware), Gas & Diesel, Uniforms, Dues & Subscriptions, Travel, Equipment, Radio, were level funded.
- Office Supplies – was over spent with receipt books, etc.
- In considering this budget (and other departments as well) departmental revenue should be reviewed. Harbors should be self-funded however they also brought substantial business to the Town in other revenues. Harbor business was soft last summer and revenue collection and bookkeeping were antiquated and cumbersome. It was hoped that revenues would rise as the Department automated. There was a suggestion to provide and charge for wifi.
- Mooring and late fee revenues were deposited in the Waterways account, overseen by the State, with spending by Town Meeting vote (current balance \$259,000 minus bond, dredging and other project obligations leaving about \$42,000 unencumbered).
- Transient moorings (\$50/night) brought in: \$58,600 in FY17 and \$69,800 in FY18—the difference due to better communication with the Martha's Vineyard Shipyard allowing the Town to rent any vacant moorings. The 10 new moorings (projected to generate ~\$30,000) would be ready for the coming season.
- Harbormaster Crocker projected the following articles.
- \$100,000 to Dredge Tashmoo—Embarkation Fund dredges were restricted to the Harbor; and
- \$30,000 from Waterways for Owen Park Dock contingencies.
- The Five-Year Capital Planning summary included maintenance as follows:
- \$70,000 FY18 for the Harbor,
- \$70,000 FY18 for Tashmoo (although the actual articles requested more from other funds),
- \$60,000 total annual maintenance: Lake St. bulkhead \$15,000, Lake St. dock \$10,000, Lake St. ramp \$15,000. The FinCom discussed:
- prioritizing maintenance from Waterways;
- raising mooring fees—already above Oak Bluffs and Edgartown rates.
- including equipment, boats, building and vehicles in capital planning.
- There was a discussion on the current building, which was in an awkward location and in poor shape.
- *JYNELL KRISTAL MOVED TO APPROVE THE FISCAL YEAR 2019 HARBORMASTER BUDGET; NANCY GILFOY SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS.*

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Shellfish – *Warden Danielle Ewart*

(See documents on file & 1/25/17 Minutes p.3-5 & below: Actions.)

- Martha's Vineyard Shellfish Group (MVSG) dues increased \$1,000, the first time in some years. A good staff team included two Co-Directors and a jack-of-all-trades. They billed quarterly.
- The Personnel Chart was color-coded for easy understanding: Constable, Assistant Constable, summer assistant, winter assistant. Pay increases were in keeping with last year's compensation/classification study. There was a brief discussion on the ability to attract good staff, pay rates, benefits and union restrictions.
- Vehicle Repair - The hard-used 2012 truck was driven by several people.
- Equipment and Radio Repair – were zeroed out and shared with the Harbor, presaging the Natural Resources merger but the Departments were still intentionally separated.
- Boat Repair – covered two boats, the skiff and a whaler—that needed to be replaced (see below: Capital Plan).
- Advertising – was overspent on local ads for personnel and public hearings. Some personnel ads were centralized and others charged to departments.
- Instruction & Training – covered some needed conferences.
- Postage, Vet Service, Boat Stipend, etc. were outdated and zeroed out.
- Gasoline & Diesel – showed a downward trend but was not yet stabilized enough to consider reducing.
- Office Supplies, Building Materials (nails & miscellany), Uniforms (t-shirts, life-preservers, boots), Travel (including DPW relay), Dues, and Equipment were level funded.
- Capital Plan - Danielle Ewart was looking to replace the whaler with a new Sundancer (\$5,000—including trailer and 25 horsepower motor from the Shellfish Trust Fund). The Trust received revenue from permitting fees, had a healthy balance of ~\$120,000 and only needed permission from the Selectmen—i.e. no warrant article was necessary.
- The truck would need replacing (~\$29,000) but not this year.
- *MARY ELLEN LARSEN MOVED TO APPROVE THE FISCAL YEAR 2019 SHELLFISH BUDGET; PAMELA BROCK SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS.*
- The merger of the two departments was not FinCom purview, and was still being worked out, for example what if the Harbormaster spent down a line item when the Shellfish Constable still needed supplies.

• Revenue Enhancement Ideas

How Do We Reduce Taxpayer Liability?

- Chair Jeff Kristal apologized for misspeaking at the previous Board of Selectmen meeting such that a personal suggestion that the Town sell the old fire station Parking Lot was expressed as a FinCom endorsement.

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- Paid and/or primary parking use of the lot was illegal.
- The Planning Bd. was considering the lot—which was too small for Town Hall.
- Suggestions were: a community center or affordable/elderly apartments.
- It was assessed at \$950,000 but would probably market at \$1,500,000—there were 3 inquiries from buyers. On the other hand there was strong opposition to the sale of any Town owned property.
- Mr. Kristal and Mary Ellen Larsen also proposed reducing the Community Preservation Committee (CPC) tax to 2% in view of the continually decreasing State match, and next year's advent of Boston into the program, substantially changing the finances configuration.
- The biggest portion of CPC funds was spent on affordable housing. The FinCom discussed a number of projects that did not meet both of the two State "affordable" regulations and consequently were not officially noticed, bringing up the issue of real estate tax exemptions (including for conservation lands), and Payments In Lieu Of Taxes (PILOTS). Mary Ellen Larsen had questions about Island Housing Trust (IHT) land lease revenue.
- Other ideas included:
 - challenging unions during negotiations, and FinCom influence,
 - challenging contracts to preserve past practice;
 - requesting schools reduce budgets to help support the new building projects;
 - installing and charging for Harbor wifi.

• **Budgets All In? 5 Year Capital Plans** – Accountant Suzanne Kennedy

All budgets had been submitted except the Historic Commission, which was usually level funded. Ms. Kennedy protested copying all budgets for the FinCom during this busy time of the year (audit, tax rate, budgets), and it was agreed they would be sent out electronically.

• **Dukes County Regional Housing Authority (DCRHA) Payment Update**

There had been no further communications. Suzanne Kennedy questioned the retirement budget numbers.

- The FinCom briefly mentioned the Center For Living (CFL or C4L).

• **Meeting Minutes**

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

- *SEPTEMBER 25, 2017,*

- *NOVEMBER 8, 2017 AS AMENDED,*

- *NOVEMBER 29, 2017 AS AMENDED;*

NANCY GILFOY SECONDED; MOTION PASSED UNANIMOUSLY WITH ABSTENTIONS AS ABSENT.

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- **Next Meeting December 20th and 27th** (See below: Meeting/Events.)
Julie Fay (Martha's Vineyard Community Service (MVCS)
Healthy Aging Task Force
Sam Hart – Adult Community Education-Martha's Vineyard (ACE MV)
Police Department

TFC - 6:30PM, Wednesday, December 20, 2017 at the EMS Bldg.

AIFC/West Tisbury FinCom - 5:00PM, Thursday, December 28, 2017

TFC - 6:30PM, Wednesday, January 3, 2018 at the EMS Bldg.

TFC - 6:30PM, Wednesday, January 10, 2018 at the EMS Bldg.

AIFC - TBD - 5:00PM, Thursday, March 8 or 15, 2017

MMA Conference – January 18-20, 2018 Hines Convention Center, Boston

Tisbury ATM – 7:00PM, Tuesday, April 10, 2017.

• **Adjourn**

- *NANCY GILFOY MOVED TO ADJOURN AT 8:40PM; PAMELA BROCK SECONDED; MOTION PASSED UNANIMOUSLY.*

Action List:

- **Harbor:**
 - #5122 Part-Time Seasonal correct to level fund \$38,107.
 - #5243 Equipment Repair reduced from \$495 to \$260
- **Shellfish:** purchase Sundancer with Selectmen approval and avoid ATM warrant article.
- **John Crocker/Danielle Ewart**
 - price out W.B. Mason, Staples, & Tisbury Printer re: office/printing supplies.
 - include equipment, vehicle, boat, etc. in capital planning.
 - be proactive in building replacement/maintenance.
- **Agenda Items**
 - MVCS, Healthy Aging Task Force, ACE-MV
 - Minutes 9/28/17, 12/6/17

Documents on file:

- Agenda 12/6/17
- Kristal/Rydzewski emails re: Follow-Up Leasing (2 p.) 11/30/17-12/1/17
- Kristal cover email re: Harbor & Shellfish Budgets 12/6/17
- FY 2019 Budget Plan Town of Tisbury Department 172 Shellfish (10 p.)
- FY 2019 Budget Plan Town of Tisbury Department 295 Selectmen (6 p.)
- Kristal email re: Update for Informational Purposes Only, No Discussion Please 12/7/17

Minutes approved 1/3/18.