

Oak Bluffs
Community Development Council
Ad Hoc Fiscal Task Force Sub Committee
Task force email: obadhocfinance@gmail.com

CDC Meeting #140

Task Force Meeting # 2

Minutes of 04.13.11

9am-Town Hall Meeting Room

Members in attendance:

Chairman Terry Appenzellar, Priscilla Sylvia, Brian Hughes, Harvey Beth, Robert Huss, Fred Hancock, Steve Auerbach, Nancy Phillips, James Westervelt (recorder)

Non-Voting members Michael Dutton, Ron DiOrio, Christine Flynn

Item: Minutes

Minutes of meeting Ad Hoc Fiscal Task Force meeting #1, 03.09.11 were read and approved.

Item: Public Comment-None

Item: Review

Terry reviewed the goals and objectives of the task force. The goals and objectives will be read at the start of all meetings to keep the task force focused.

“To review certain aspects of Town of Oak Bluffs’ fiscal situation toward resolution of projected deficits. The examination should consider future economic expectations (growth, recession) and propose revenue increases and/or spending reductions as well as efficiencies (town and regional, including privatization). The committee report should document all opportunities reviewed, including those already implemented by the Town.

Objective:

- a. develop criteria for essential Town services.**
- b. recommend efficiencies in Town operations, including cessation, privatization and regionalization.**
- c. recommend potential spending reductions.**
- d. recommend potential revenue increases.”**

The task force approved revised meeting procedures.

Item: Data update

Terry then reviewed documents the task force will use in the up coming meetings. GAO report, Town data comparisons, MVC Analysis of Delivery of Public Services, revised OB organizational chart, MMA report on PD merger and Government Structure-Decentralization vs. Centralization, and OB finance and census figures.

The task force then reviewed census and financial figures comparing OB with Edgartown and Tisbury. Ron said we should be aware of the medical benefit costs that are included in the BOS budget and not attributed to each town department. A discussion followed concerning this issue and how to apportion the cost of employee benefits to the proper department. The difficulty in accounting procedures for this cost will require the task force to approximate the cost for each department. Michael Dutton will look into helping the task force with medical benefit costs. Ron mentioned the post employment trust just past at the annual town meeting. He said it would eliminate the town’s unfunded liability when it hits the 2 million dollar mark. Ron said employee contributions of 12% of pay and town free cash (when there is some) would be the funding mechanism.

Task force members then choose from the organizational chart departments to study. It was decided to tackle the Police Department and to have all members of the task force join in this endeavor. All members are to read the merger report and review comparisons to benchmark towns. Also factor in functions of the department, expenses and revenues.

Michael will provide the task force with functions and activities of the PD.

Members picked departments off the organization chart to study.

Terry will email a revised chart with names assigned.

Item: Benchmarks

The task force then reviewed a number of similar towns based on population, taxes, geography and economy looking for similarities to OB. Benchmark towns selected were Oak Bluffs, Edgartown, Tisbury, West Tisbury, Wellfleet, Truro, Provincetown and Essex.

Item: Essential Services

Fred reviewed his essential services rating criteria he developed since our last meeting. A discussion followed with the task force agreeing to a five point rating system for use by all members in grading functions of all town departments. Rating criteria is as follows:

- 5pts- Required by law/statute
- 4pts- Needed for health and safety
- 3pts- Highly desirable
- 2pts- Appropriate and expected in a tourist town
- 1pt- Nice to have

The task force discussed how to let the general public have input into this process. Various ideas were suggested ranging from public hearings, questionnaires mailed with tax bills, website and others. Nothing was decided.

The committee discussed Renee's paper on factors to consider on "quality of life". Terry said it very important that we all are disciplined and focused on the definition of Essential Services.

Fred will redo the rating criteria.

Terry will revise a table of services we will use in the rating process.

Item: Action

Michael help define PD activities and functions, help with pinpointing medical benefit costs

Fred update revised essential services criteria

Terry update organization chart with assigned names and update spread sheet

All review materials:

GAO report, Town benchmark comparisons, MVC Analysis of Delivery of Public Services, revised OB organizational chart, MMA report on PD merger and Government Structure-Decentralization vs Centralization, and OB finance and census figures. Emphasis on the MMA PD merger.

Item: Public Input-None

Future meetings will be on 4.27, 5.11, 5.25, 6.8, 6.22, 7.13, 7.27, 8.10, 8.24, 9.14, 9.28, 10.12, 10.26, 11.9, 11.23, 12.14, 12.28, and 1.11.12.

Adjournment of the CDC @ 10:40 am

Documents:

GAO report, Town benchmark comparisons, MVC Analysis of Delivery of Public Services, revised OB organizational chart, MMA report on PD merger and Government Structure-Decentralization vs. Centralization, and OB finance and census figures.

Oak Bluffs Community Development Council *Draft*

CDC Meeting #140

Minutes of 04.13.11

10:45am-Town Hall Meeting Room

Members in attendance:

Terry Appenzellar, Priscilla Sylvia, Nancy Phillips, James Westervelt (recorder)

Others in attendance: BOS Ron DiOrio

Item: Minutes

Minutes of meeting #139 03.09.11 were read amended and approved

Item: Peddlers License

Ron reviewed the history and recent BOS meeting regarding applications, renewals and general status of granting OB peddlers license at the two State Beach bridges. Jim mentioned that most towns on the Cape, North and South Shores charged \$100 to \$150. Jim thought that since the town was basically awarding a monopoly to the three sites the fee should go out to bid. Priscilla mentioned said that towns that had lower priced license fees already had a downtown business paying a license fee Terry made a similar comment agreeing that other Cape towns have a minimal fee (\$50-\$100) because the beach vendors already own a downtown location and pay for a license at that location. Terry also thought it should go out to bid with annual renewals or reviews (depending on the years involved). Terry also said there should be consistent criteria a licensee should have to meet such as noise, hours of operation, trash, odors and size of operation.

Nancy brought the need for perhaps a peddler license for other sites like Pay Beach. Nancy also mentioned the ease for electricity and water at the Pay Beach site. After a general discussion on the matter it was agreed to recommend to the BOS preference be given to current license holders and that a bidding process for a 3year license be established with annual renewals contingent on meeting certain criteria.

Terry agreed to right a report and send it to the BOS.

Meeting was adjourned at 11:15 am

Next meeting 04.27.11

