

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

CDC Meeting #148

Task Force Meeting # 10

Minutes of 08.10.11

9am-Town Hall Meeting Room

Members in attendance:

Chairman Terry Appenzellar, Priscilla Sylvia, Fred Hancock, Robert Huss, Renee Balter, Nancy Phillip, James Westervelt (recorder)

Non-Voting members Christine Flynn (MVC)

Item: Minutes

Minutes of meeting Ad Hoc Fiscal Task Force meeting #9 (CDC #147 on 07.27.11) were read, amended 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. develops 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.**

Item: Update

Priscilla and Renee updated the group on the BOS’s “work group” meeting on cutting expenses and finding revenue.

Terry asked the group if we should send the newly appointed Town Administrator items the CDC has worked on the past. It was agreed that we should compile a list of tasks undertaken and upon official appointment by the BOS of an administrator we would send the items to the administrator for his review. Cost of Services Analysis, Task Force PD report and work on fees & permits were some of the items to send to the new administrator. Also items that need looking into: Best Practices, centralizing and standardizing collections of fees & permits, need for performance reviews, accumulation of sick leave, vacation days and comp time and the PD merger.

Item: Police Dept. report

The task force has not received any further comments from the Chief.

Item: Fees & Fines

Priscilla reported that she has received updated fee schedules from the following departments: BOS, Park & Rec, Shellfish, Building, Cemetery and Tax Collector. Priscilla said she expects other departments to still respond to her request for updates. Priscilla will update the list of fees and email to the group.

A brief discussion was then had about special permits for parking in the business district. Jim will email everyone a list of who is paying into the parking mitigation fund.

Terry will update a list of fines.

Item: Council on Aging

Renee reported on her findings concerning the COA. The task force then discussed her report. Renee will email her report to all for further consideration.

Item: Miscellaneous

The task force discussed the past years problems with business licenses. Ferry fees were also discussed.

Item: Public Input-None

Adjournment: 10:40am

Future meetings: **8.24**, 9.14, 9.28, 10.12, 10.26, 11.9, 11.23, 12.14, 12.28, and 1.11.12.

Documents:

CDC fee recommendations from 2009, Assessor's fee schedule

Oak Bluffs
Community Development Council

Town Hall Meeting Room

07.13.11

10:25am

Members Present:

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

Minutes:

The CDC did not conduct any CDC business on previous meeting day except the above ad hoc task force so there were no minutes to approve.

Adjournment 10:40am

