

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

CDC Meeting #150
Task Force Meeting # 12
Minutes of 09.14.11
9am-Town Hall Meeting Room
Members in attendance:

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

Non-Voting member Christine Flynn (MVC)

Also attending Board of Selectmen Chairman Kathy Burton and Town Administrator Bob Whritenour

Item: Minutes

Minutes of meeting Ad Hoc Fiscal Task Force meeting #1 (CDC #149 on 08.24.11) 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. 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

Terry reported on her presentation of our PD report to the BOS. Terry noted that it was well received and that the Chief was responsive and receptive to our findings. Terry also said that she had made a CD for our new town administrators review. The CD includes the “top ten” projects of the CDC over the last few years as well as the recent ad hoc fiscal task force work. Terry also suggested, and all agreed, to defer our letter to the administrator, as he will be too busy and now was not the right time.

Item: Fees & Fines

It was suggested that the task force defer studying the Fire and Ambulance Departments and concentrate on Fines and Fees or the Council on Aging. A discussion on the COA was had. It was decided that the COA should be evaluated just like all the departments we will study – using our chart for establishing what are the essential services. Also important was to verify the actual number of participants using the COA versus the population of OB. **Christine will provide the census figures for 2010 and 2000.**

Item: Meeting our new town administrator

At this time, 9:16am, BOS Chairman Kathy Burton introduced newly appointed Town Administrator Bob Whritenour to the task force members. Bob W. said that he thought Terry’s presentation and the overall tone of the PD report was very good and especially appreciated the use of benchmarks for some of the evaluations and comparisons.

Item: Fees & Fines

Back to fees and fines. The task force discussed with Bob W. and Kathy B. two items the task force thought was problematic; lack of consistent direction and the waiving of fees and fines. Bob W. commented that we need a chain of responsibility or accountability in the collection and enforcement of fines and fees.

Terry asked Kathy B. if she thought the task force should move on to the COA or stay with fines and fees. Kathy said we should stay with fines and fees. Kathy also said that she would like a few task force people to be on the committee studying the fiscal year 2013. Terry asked Bob W. how he wanted us to proceed in questioning department heads and looking at their budgets. Bob W. said he would empower us to use department spread sheets to gather information. We should also ask if they think any fees should be raised. Including department heads and other employees in the process would be helpful.

Priscilla who is our fines and fees leader said that only town by-laws dealing with a fine or fee would need town meeting approval if we were to raise it.

Renee volunteered to do more research on the COA and possibly meet with the COA board of directors.

Priscilla will check with Nicole at the Parks Dept. on updating certain fees.

Priscilla will also research the regulations that require fines and fees that need to be reported to the Town Clerk.

Terry will email Steve Auerbach our list of fines and fees and comment on the lack of participation of the FinCom's representative to the task force.

Item: Public Input-None

Adjournment: 10:34am

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

Documents:

Town fee and fine schedule as compiled by the task force.

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Community Development Council

Town Hall Meeting Room
Meeting #150
09.14.11
9am

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 10:34am

