

**Town of Oak Bluffs
Finance and Advisory Committee
Thursday, March 5, 2009 3:30PM
Oak Bluffs Library**

Present: Chair Thad Harshbarger, Doug Best,
Frank Case Bill McGrath, Peter Palches,
Mike Perry, Hans Von Steiger

Others: Town Administrator – Michael Dutton
Finance Director – Paul Manzi
Tax Collector – Cheryl Sashin
Recorder - Marni Lipke*

Absent: Mimi Davisson,

* Late arrivals or early departures
noted solely to mark vote counts.

The meeting was called to order.

1. Revise This Agenda. I Have Listed Several Issues That Have Come Up in the Past Couple Weeks Without Prioritizing Them. We Can Also Add Items {all}.

2. Review the Minutes of Feb. 19. Marni already sent them out.

• **FRANK CASE MOVED TO APPROVE THE FEBRUARY 19, 2009 MINUTES AS AMENDED: MOTION SECONDED: MOTION PASSED: 5 AYES, 0 NAYS, 2 ABSTENTIONS – THAD HARSBARGER, MICHAEL PERRY** due to absence.

• **FRANK CASE MOVED TO APPROVE THE FEBRUARY 12, 2009 MINUTES AS AMENDED: MOTION SECONDED: MOTION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION – MICHAEL PERRY** due to absence.

3. Elect New Adjournment Officer to Replace Joe Alosso

• PETER PALCHES WAS UNANIMOUSLY NOMINATED FOR ADJOURNMENT OFFICER.

4. Review Current Projected 2010 Budget. Does It Reflect the Needs and Values of the Town, or is it Simply Expedient? Do we agree with the Ways that Michael Has Been Moving Toward a Balanced Budget, or Should We Support Increases in Some Departments and Larger Compensating Cuts in Others? See Peter's March 3 Email {Peter, Michael} (See documents on file.)

Town Administrator Michael Dutton and Finance Director Paul Manzi presented the draft of a Fiscal Year 2010 (FY10) balanced budget. In the hopes of shortening Town Meeting the budget warrant would be presented along with a detailed budget and a break down of "other expenses" for each department. The goal was to mail out the additional information with the Warrant a week before Town Meeting.

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- Town Accountant Karen Gomez was planning to retire this summer. Her duties could be divided by utilizing skills of existing staff including the Finance Director, i.e. a Police Administrative Assistant skilled in payroll would do Town payroll, the Assessor's Administrative Assistant would be trained to write the warrant, etc. The FinCom discussed:
 - the advantages of cross training for efficiency and staff development,
 - the increased burdens on the Finance Director,
 - hiring a replacement to insure competent, consistent Town Financial status,
 - effective (rather than official) Finance Department consolidation.
- There was a discussion on the number of summer/temporary police.
- Michael Dutton was still negotiating with the Police over this and the Quinn bill funds.
- The amount of night life and the nature of the summer officers were discussed.
- The Oak Bluffs School was discussed in terms of:
 - enrollment projections,
 - expectation of stimulus funds,
 - staff numbers and class size,
 - school choice,
- It was noted that Waste Water retained earnings might be needed in **the near future** for rectification/compliance re: Ocean Park and the Leonardo lots.
- The legality of transferring retained earnings into the General Fund was questioned.
- Highway paving was explored:
 - paving repair moneys remained in the Budget,
 - a previous override had voted \$250,000 for large paving projects,
 - replacement of the large project funds could take 2 - 3 years and would likely be by override,
 - Town appearance and safety were of paramount importance in a tourist destination.
- One of the effects of the recession was to increase library use.
- FRANK CASE MOVED TO APPROVE THE FISCAL YEAR 2010 OAK BLUFFS TOWN BUDGET AS PRESENTED; THERE WAS NO SECOND.
- The general economic situation was noted. If the Town were to pass the Budget as drafted it would then be at a bare bones status. Future budgets would raise questions on which Town programs had to be cut.
- FRANK CASE MOVED TO PUT THE PAVING BACK IN THE BUDGET AND TO PLACE THE REMAINDER OF THE DEFICIT ON OVERRIDE TO BE DIVIDED AMONG THE HIGHWAY DEPARTMENT, THE OAK BLUFFS SCHOOL AND THE POLICE DEPARTMENT; THERE WAS NO SECOND.

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5. What Should We Decide Regarding Overrides? General Principles, Like “Any Increase At all” or “Any Increase We can’t Compensate for within the Town Budget” or Something Else?

• **FRANK CASE MOVED TO RESTORE \$250,000 IN PAVING PROJECTS TO THE HIGHWAY DEPARTMENT; MICHAEL PERRY SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

• **FRANK CASE MOVED THAT THE HIGH SCHOOL, HIGHWAY DEPARTMENT, OAK BLUFFS SCHOOL AND POLICE DEPARTMENT INCREASES BE PLACED ON AN OVERRIDE; THERE WAS NO SECOND.**

• **PETER PALCHES MOVED TO PLACE \$109,145 OF THE OAK BLUFFS SCHOOL FY2010 BUDGET ON AN OVERRIDE; FRANK CASE SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

- Issues included the possibility of stimulus money, class size, comparative departmental percentile increases.

• **FRANK CASE MOVED TO PLACE \$68,258 OF THE OAK BLUFFS POLICE DEPARTMENT FY2010 BUDGET ON AN OVERRIDE; BILL MCGRATH SECONDED; MOTION PASSED: 5 AYES, 1 NAY – THAD HARSHBARGER, 1 ABSTENTION – HANS VON STEIGER.**

• **FRANK CASE MOVED THAT THE REMAINDER OF \$250,000 FROM HIGHWAY DEPARTMENT PAVING BE PUT ON AN OVERRIDE FROM THE MARTHA’S VINEYARD REGIONAL HIGH SCHOOL BUDGET; MOTION SECONDED; MOTION WITHDRAWN.**

- The issues were, parity, level funding, solidarity with other Town FinComs.

• **FRANK CASE MOVED TO PLACE \$199,231 OF THE MARTHA’S VINEYARD REGIONAL HIGH SCHOOL FY2010 BUDGET ON AN OVERRIDE; DOUG BEST SECONDED; MOTION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION – BILL MCGRATH.**

• **DOUG BEST MOVED TO SEND A LETTER TO ALL ISLAND FINCOMS AND BOARDS OF SELECTMEN REGARDING THE THREE OVERRIDES INCLUDING THE MARTHA’S VINEYARD REGIONAL HIGH SCHOOL BUDGET WITH COPIES TO: THE SUPERINTENDENT OF MV PUBLIC SCHOOLS, THE OAK BLUFFS SCHOOL COMMITTEE, THE MARTHA’S VINEYARD REGIONAL HIGH SCHOOL COMMITTEE, THE OAK BLUFFS BOARD OF SELECTMEN, THE OAK BLUFFS PRINCIPAL AND THE MARTHA’S VINEYARD REGIONAL HIGH SCHOOL PRINCIPAL; FRANK CASE SECONDED; MOTION PASSED UNANIMOUSLY: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

• **PETER PALCHES MOVED THAT IF THERE WAS ANY MONEY OVER THE BALANCED BUDGET THAT IT BE PUT TO THE LIBRARY. THERE WAS NO SECOND.**

- The FinCom supported the library.

8. Wrap-up From the Stipend Team. See Email From Mimi re: This Item. [Mimi, Bill, Hans] (See documents on file.)

The FinCom agreed that the matter was settled for the time being.

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9. Report from Capital Planning Committee [Mike, Bill, Michael, Paul].

The Capital Planning Committee met with a quorum.

- The Committee recommended approval of a request to replace/lease a new ambulance from the Ambulance Reserve Fund.
- The Committee recommended \$40,000 worth of equipment for the Fire Department from the Ambulance Reserve Fund.
- The Town had \$17,000,000 worth of back logged capital projects which were put off in view of the current economic climate.

There would be four vacancies on the Finance Committee and four candidates had filed papers. IT WAS THE CONSENSUS OF THE FINCOM THAT THE TOWN MODERATOR BE PETITIONED TO APPOINT STEVE AUERBACH TO FILL JOE ALOSSO'S SEAT UNTIL THE ELECTION.

6. What About Having an Open Meeting to Discuss the 2010 Budget? [Thad, Michael]. If So, Which Meeting, and How to Announce It?

- IT WAS THE CONSENSUS OF THE FINCOM THAT THE REGULAR FINANCE COMMITTEE APRIL 2ND MEETING BE ADVERTISED FOR THE PUBLIC TO ATTEND TO DISCUSS THE FY2010 OAK BLUFFS TOWN BUDGET.
- The issues were final drafts of the budget as passed by the Board of Selectmen (see below Actions).
- The FinCom discussed a joint meeting with the Board of Selectmen.

10. Adjourn [New Officer]

• PETER PALCHES MOVE TO ADJOURN AT 5:29PM; BILL MCGRATH SECONDED; MOTION PASSED BY CONSENSUS.

Action List:

- Michael Dutton – call Hans Von Steiger re: solid waste suggestions.
- Thad – request Town Moderator to appoint interim FinCom member.
- Thad – invite School representatives to meeting after FinCom school budgets decision.
- Thad – write and send letter re: overrides with copies as moved.
- Thad – write Michael Dutton re: FinCom Actions by March 6th.
- Thad – Joint meeting with Board of Selectmen?

Meetings

- OB FinCom - 3:30PM Thursdays, March 19 & April 2, 2009 at the Library
- OB BOS – 5:00PM Wednesday, March 11, 2009 Library.

continued

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Ongoing Action List from previous meetings.

- FinCom - talk about Federal Stimulus money at Town Meeting.
- FinCom – Continue to emphasize \$2,000,000 Stabilization Fund goal.
- Thad - Inform the Selectmen in writing of all significant FinCom decisions
- Inform Depts. - any item not in dept. budgets will not be recommended for free cash.
 - update Capital Improvement Plan regularly.
- Regular meetings with Bd. of Selectmen and Personnel Board re: Financial Team.
- Ask about end-of-year transfers in the FY09 budget season.

3/19/09 Agenda:

- Revise this Agenda
- Minutes 2/5/09, 3/5/09
- FY10 Budget.

Future Agendas:

- Public invitation to 4/2/09 FinCom meeting.
- Discussion with School Representatives on school budgets / override decision.
- Ambulance Fund Report.
- Dukes County Charter Commission Report
- CDC - Cost of Services Survey Results.
- Reconsider Finance Dept. Reorganization

Documents on file:

- Agenda 3/5/09
- Davisson email re: FinCom Wrap Up Notes from Stipend Team (5 p.) 2/21/09
- Palches email re: Approach to Budget 3/2/09
- OB Estimated Budget for FY2010 3/4/09
 - OB FY2010 Draft Estimated Revenue For Fiscal 2010 (4 p.) 3/4/09
 - Next Year / Current Year Budget Analysis Fiscal 2010 Budget (11 p.) 3/5/09
 - OB Operating Budget Fiscal 2010 (5 p.)
 - OB Other Expenses Breakdown Fiscal 2010 (3 p.)

- **These Minutes approved as amended by the Oak Bluffs FinCom 3/18/09.**