

**Town of Oak Bluffs
Finance and Advisory Committee
Thursday, October 15, 2009, 3:30 PM
Oak Bluffs Library Conference Room**

Present: Chair Mimi Davisson, Doug Best, Frank Case
Thad Harshbarger, Bill McGrath*, Michael Perry,
Mac Starks, Hans Von Stieger
Others: Recorder - Marni Lipke
Schools: Asst. Supt. - Laury Halt, OBSC – Priscilla Sylvia
Town Administrator - Michael Dutton,
Town Finance Director - Paul Manzi
Wastewater Operator – Joe Alosso
Tax Collector – Cheryl Sashin,
Information Technology – Travis Larsen
Citizen – Warren Gosson
Absent: Linda Marinelli,

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

The meeting was called to order at 3:35PM.

Adjust Agenda as Needed

Wastewater Operator Joe Alosso asked to present the revised Wastewater Proposal.

OLD BUSINESS

• Approval of Past Minutes)

• DOUG BEST MOVED TO APPROVE THE SEPTEMBER 17, 2009 MINUTES; THAD HARSHBARGER SECONDED; MOTION PASSED; 6 AYES, 0 NAYS, 2 ABSTENTIONS – MICHAEL PERRY, HANS VON STIEGER due to absence.

• THAD HARSHBARGER MOVED TO APPROVE THE OCTOBER 1, 2009 MINUTES AS AMENDED; FRANK CASE SECONDED; MOTION PASSED; 5 AYES, 0 NAYS, 3 ABSTENTIONS – DOUG BEST, MICHAEL PERRY, HANS VON STIEGER due to absence.

**• & nbsp; Final review of FY2009 financials – revenue and spending
(INFO SHARE – Paul Manzi)**

Final Free Cash certification was - \$189,579 while the Wastewater Enterprise Fund certification was + \$426,887. The Free Cash deficit would effect the tax rate; however due to the general economic climate it was not likely to effect the Town's bond rating.

**• Review of FY2010 financials thru 1st quarter (INFO SHARE – Paul Manzi
(See documents on file.)**

Although local revenues were showing a little better than feared, monthly receipts and expenditures were still too unstable to be predictable. Town Finance Director Paul Manzi

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hoped to estimate Town financial status in December but expected that like FY09 the Town would have to analyze the situation on a month to month basis.

- The Finance Committee (FinCom) explored what information would be useful and asked for quarterly comparative reports showing trends over the last few years (see below: Actions). The FinCom thanked Paul Manzi for his report and attendance.

- The Wastewater Commission had met and agreed to fund the entire Martha's Vineyard Regional High School District (MVRHSD) sewer pipe and upgrade project – all three sections (see 9/17/09 Minutes p. 2-3) from the Wastewater Enterprise Fund.

- This would be done with or without the US. Dept of Agriculture grant and the fund would still be able to pay its other obligations.

- The process would be to vote the project at the October 22, 2009 Special Town Meeting and then vote at each year's Annual Town Meeting to transfer the bond payments funds from the Wastewater Enterprise Fund.

- **DOUG BEST MOVED TO SUPPORT THE REVISED FUNDING SOURCE FOR THE WASTEWATER PROJECT; MIKE PERRY SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.** The FinCom thanked Joe Alosso.

- **Report from Capital Planning Committee (INFO SHARE / Bill McGrath & Mike Perry)**

The Capital Plan was up-to-date, all departments having responded (see below: Actions). The FinCom discussed the role and responsibilities of the Capital Program Committee (CPC) noting the Committee's refusal of the lease of a new Ambulance, which the FinCom then approved (see 9/17/09 Minutes p. 4 and below: Future Agendas).

- **Report from First MVRHS Budget Meeting (INFO SHARE / Mac Starks)**

The Sub-Committee discussed a preliminary budget (see documents on file).

- **FinCom Attendance @ Future MVRHS Budget Meetings (DECIDE)**

Members committed to covering the meetings:

10/5	6PM – Mac Starks	10/19	8AM	Doug Best
11/2	6PM Mac Starks	11/16	8AM	Thad Harshbarger
11/30	Budget Hearing 7PM (PAC) - All			

- **Update on Wireless Network and New Oak Bluffs Website (INFO SHARE / Travis Larsen)** (See documents on file.)

Information Technology Director Travis Larsen presented the data requested by the Capital Program Committee. Technology advances had modified the original wireless (Wifi) plan to a hybrid proposal linking all municipal buildings with redundant fiber optic cable as a sort of backbone and then placing wireless nodes as necessary for outlying locations and/or private use.

- The FinCom asked about ancillary costs such as permitting, pole fees, hardware connections, operating expenses, guarantees, service contracts, etc.

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- Funds voted for the Wastewater pumping stations wireless system (see 11/20/08 Minutes p.3) were being held pending inclusion in the whole project. There was a debate on whether the voted funds were sufficient, and whether the pumping station project should be completed separately to start saving immediately and encourage public support.
 - As before the goal was to reduce Town communications expenses (phones, internet, police, wastewater, etc. by \$50,000 per year).
 - Mr. Larsen was beginning the process of formal top down planning and requesting conceptual approval/direction before further pursuing the project.
 - **DOUG BEST MOVED TO SUPPORT THE INFORMATION TECHNOLOGY PROPOSAL TO GO OUT FOR A DETAILED PLAN FOR AN INTEGRATED INFORMATION TECHNOLOGY SYSTEM FOR THE TOWN OF OAK BLUFFS PROVIDED**
 - **THERE WAS NO COST TO THE TOWN AND**
 - **THE PROJECT DID NOT TAKE TOO MUCH TIME IN REGARDS TO HIS CURRENT OBLIGATIONS:**
- FRANK CASE SECONDED; MOTION PASSED: 7 AYES, 0 NAYS, 1 ABSTENTION – BILL MCGRATH.**

NEW BUSINESS

• Recommendations for School Committee Union Negotiating Team (DECIDE)

MV Public School Superintendent Jim Weiss asked for Town directions in regards to union negotiations as well as some coordination with municipal employee union negotiations.

* As an MVRHS teacher Bill McGrath recused himself and left the meeting at 5:05PM.

- Selectman Ron DiOrio and OB School Committee Chair Priscilla Sylvia were the Oak Bluffs representatives to the Negotiations team.
- There was a discussion on what was being requested, with some FinCom feelings that it was not their role to micromanage the negotiations process.
- Oak Bluffs municipal employee unions were at varying stages in their contracts and Island Towns' financial status were mixed making Islandwide coordination difficult.
- Oak Bluffs employees paid 6% of their Health Insurance costs to fund the GASB 45 Other Post Employee Benefit (OPEB) requirements (see 12/7/06 Minutes p.2).

DOUG BEST MOVED TO COMMUNICATE TO THE NEGOTIATING TEAM THE FOLLOWING POINTS:

- **KEEP IN MIND OAK BLUFF'S LAST FEW YEAR'S HISTORY OF ZERO PERCENT BUDGETS; THIS YEAR THE TOWN WAS REQUESTING ZERO**

BASED BUDGETS ON THE FY10 BUDGET AS VOTED AT THE OCTOBER

- 2009 SPECIAL TOWN MEETING – THE TOWN WILL EXPECT THE SCHOOLS TO ADHERE TO THIS GUIDELINE,**
- **SCHOOL EMPLOYEES SHOULD MATCH THE TOWN EMPLOYEE GASB 45 LIABILITY APPROACH,**
- **THERE SHOULD BE NOTHING IN THE CONTRACT THAT WOULD PRECLUDE REGIONALIZATION OF SCHOOLS,**

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- **MASTER MEDICAL HEALTH INSURANCE SHOULD BE ELIMINATED WITHOUT OFFERING FURTHER INCENTIVES,**
- **LENGTH OF CONTRACT SHOULD BE USED AS A BARGAINING TOOL,**
- **GIVEN THE NATIONAL HEALTH CARE REFORM DEBATE IT IS NOT DEEMED AN APPROPRIATE TIME TO CHANGE HEALTH INSURANCE PERCENTAGES,**
- THAD HARSHBARGER SECONDED; MOTION PASSED UNANIMOUSLY, 6 AYES, 0 NAYS, 0 ABSTENTIONS.**

- Warren Gosson spoke briefly on cuts to the CORI checks, effecting school security.

- **THAD HARSHBARGER MOVED TO ADJOURN AT 5:49PM; MOTION PASSED BY UNANIMOUS ACTION** – everyone left.

Action List:

- All – please inform the Chair if you are unable to attend a meeting.
- Paul Manzi – send/email quarterly comparison (several years past) with:
 - local receipts, - state revenues, - Wastewater Enterprise Fund
 - Real Estate/Personal Property revenues - and grand totals.
- Paul Manzi – email updated Capital Plan to FinCom
- Michael Dutton – email 1st qu. FY10 & 1st qu. FY09 construction/permit figures,
- Michael Dutton – Warren Gosson willing to serve on IT committee.
- MVRHS Budget Meetings
 - 10/5 6PM – Mac Starks 10/19 8AM Doug Best
 - 11/2 6PM Mac Starks 11/16 8AM Thad Harshbarger
 - 11/30 Budget Hearing 7PM (PAC) - All
- Mimi Davisson – send letter with Negotiation guidelines to Supt.
- Marni Lipke – Batch and send PDF minutes to Travis.

Ongoing Action List from previous meetings.

- Chair and Vice Chair
 - keep up timely communications with FinCom members and Town Government.
 - Inform the Selectmen in writing of all significant FinCom decisions.
- FinCom - talk about Federal Stimulus money at Town Meeting.
- FinCom – Continue to emphasize \$2,000,000 Stabilization Fund goal.
- 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.

November 5th Agenda:

- Approve 7/9/09, 8/13/09 10/15/09 Minutes

Future Agendas:

- February – Town restructuring update.
- Capital Program Com. Report (quarterly)
- Capital Program Com. Roles and Responsibilities
- New Website Report
- Ambulance Fund Report.
- Board of Health – solid waste issues
- Finance Dept. Reorganization

continued

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Documents on file:

- Agenda 10/15/09
- OB – Revenue Fiscal 2010 Update Local Receipts, State Revenue
- OB – September Expense Report for 2010 (2 p.) 10/6/09
- OB – September Expense Report for 2010 (15 p.) 10/6/09
- Town of Oak Bluffs Communication System Project (2 p.) 10/13/09
- MVRHS Budget Sub-Committee Meeting Schedule October 2009-December 2009)
- MVRHS Budget Sub-Committee Meeting *Minutes* 10/5/09 (2 p.)
- OB FinCom letter re: Guidance for Oak Bluffs Fiscal Year 2011 Budgeting (2 p.) 10/13/09
- MVPS Supt. Weiss letter re: school security. 10/8/09

• **These Minutes approved as amended by the Oak Bluffs FinCom 11/19/09.**