

**Town of Oak Bluffs
Finance and Advisory Committee
/Board of Selectmen
Tuesday, January 11, 2011, 3:30 PM
Oak Bluffs Library**

Present:	Chair –Bill McGrath, Steve Auerbach, Bob Blythe, Mimi Davisson, Mac Starks, Hans Von Steiger,
Selectmen	Chair - Duncan Ross, Gail Barmakian, Greg Coogan, Ron DiOrio
Personnel Bd.	John Lolley ?
Others:	Recorder – Marni Lipke
Town Staff	Administrator – Michael Dutton Clerk – Alice Boyd Senior Center – Roger Wey Tax Collector – Cheryl Sashin Wastewater – Joe Alosso, Highways – Richie Combra, Jr.
Schools	Amy Tierney,
Public	20-30 citizens, Maura McGroarty
Press	Steven Myrick – MV Times, Tom Mayhew – MVTV
Absent:	Frank Case, Cathy Goudy, Mike Perry,

• The Board of Selectmen meeting was called to order and moved down its agenda. (*The order of some of the discussions has been changed for increased clarity.*)

• Continuation of the Selectmen, FinCom, Personnel Bd. Workshop Meeting

• The standard basis for projections for each year's budgets was the previous year's revenues plus any justified increases. The Oak Bluffs Fiscal Year 2011 (FY11) revenues had not lived up to its FY10 revenues and the Mass. Dept. of Revenue (DOR) had not accepted several proposed but unrealized increases (fees, interest, fines and forfeitures, Charter School reimbursement, Payment in Lieu of Taxes-PILOT) (see documents on file and below: Actions). Consequently the DOR proclaimed a shortfall of \$238,000 that would have to be addressed with a budget revision.

• The Selectmen emphasized the effects of the national economic stress.

• The Board of Selectmen proposed not to fill current personnel vacancies until FY12 (the Reference Librarian, Zoning Board of Appeals (ZBA) Administrative Assistant, Finance Director and Highway Heavy Equipment Operator); along with a number of other changes (the emergency boat, information kiosk, ambulance transport gas reimbursement (if allowed), etc.) that would come to about \$32,000 (see documents on file).

- Streetlighting continued to be reduced and revised in conjunction with the Police and Highway Depts.: however, the electricity decrease would be minimal.

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- The FinCom objected to balancing a budget on chance personnel vacancies rather than planned restructuring, and continued to press urgently for the immediate replacement of the Finance Director. There was a discussion on various contract, employment, and job qualification options and timelines. Town Administrator Michael Dutton outlined his continuing search for a person or firm with the necessary expertise.
- 90% of residential solid waste (trash) pickup was now covered the increased sticker price, leaving the Town only the costs of Downtown and Harbor pick ups (about \$40,000).
- Lawsuits across the Commonwealth found the Towns responsible for Quinn Bill costs despite contract language and lack of State reimbursement however the Oak Bluffs police had taken several pay cuts and been helpful with budget problems and so were not expected to press the matter. The Town was considering withdrawing from the program.
- Town Administrator Michael Dutton agreed to follow the directions of the Selectmen and FinCom:
 - to use a portion of the Finance Director FY11 salary to provide stopgap financial services,
 - had asked the Departments to come up with further savings,
 - would present a proposal to balance the FY11 Budget at the Thursday, January 13th Planning Board/Selectmen meeting.
- A very rough estimate of FY12 revenues and expenses showed a \$1,000,000 shortfall (not counting any personnel cost increases as there were no indicators and negotiations had not started).
- The FinCom invited the Selectmen to their next meeting on January 20th. The Selectmen meeting recessed to meet with the Tisbury Board of Selectmen. The FinCom recessed to change locations to the upstairs Conference Room.

• FY2011 Reductions

(See documents on file.)

The FinCom expressed their anxiety in regards to:

- the continuation of the Board of Health Administrative Assistant,
- the tight timeline,
- lack of action, and the looming Town Meeting.
- In addition it was clear the Town finances would require considerable political attention and education in order to make tough decisions.
- The cost of the temporary Town Accountant was not yet known.

• FY2012 Budget Additions/Deletions

(See documents on file.)

The FY12 Budget was reviewed by Department (see below: Actions).

- Although Oak Bluffs enrollment was down but it could not withdraw from the MV Regional High School (MVRHS). The Superintendent's Shared Services Office budget had increased substantially. School budgets were already set and the FinCom objected to the School Committee attitude of continual increase of programs and staff salaries. Class sizes could be increased.
- Trash options were again reviewed for savings (see below: Actions). Capital costs (i.e. a new truck) were imminent. Elimination of town collection service for residents was a politically unpopular move.

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- The 3-year assessment revaluation was mandatory.
- The FinCom considered which Town Clerk services were required and which voluntary.
- There was a plan to consolidate Conservation, Shellfish, and Waterways into a natural resources structure.
- Complaints on lack of shellfishing regulation enforcement had resulted in restoring some staff. It was hoped regionalizing with Tisbury would save some costs.
- The Emergency Management boat continued to be controversial.
- Fire Department pay raises would be considered and recommended at the February 1st Personnel Board meeting. The FinCom questioned whether 3 assistant chiefs were necessary.
- The Ambulance Dept. continued to be problematic in its salaries and Transport Service revenue and expenses.
- The Animal Control position could be cut.
- The Harbor remained stable, although the Harbormaster might ask for his first raise in six years.
- The Board of Health Administrative position was budgeted again (see above). It was hoped the position would become a centralized multi-department permitting clerk.
- Roger Wey of the Council on Aging/Senior Center noted the \$4,000 reduction due to a 5 year State grant. He also offered to reduce the Dept. budget by 20%. The FinCom discussed moving the fuel assistance program and Senior Center staffing, hours and statistics of use.
- A suggestion to condense the Library space and use a wing of the building for other purposes was not feasible.
- The FinCom questioned whether Recreation Dept. costs were needed.
- Software innovations could make all aspects of real estate documents available on line.
- MOTION TO ADJOURN DULY MOVED AND SECONDED AT 5:47PM.

Meeting Schedule/Next Meeting

- OB FinCom regular meeting 4:00PM Thursday, January 20, 2011.

Action List:

- Bill McGrath –
- Michael Dutton – send Bill McGrath side by side comparison of revenues:
FY10 proposed, FY10 actual, FY11 going forward
- Richie Combra – send FinCom solid waste cost breakdown actuals, trucks, fuel,
maintenance, fees, wages, benefits.
- Maura McGroarty - research private company trash collection rates.
- All – pick 3 topics and describe how they might change the budget.

Ongoing Action List from previous meetings.

- Chair – post agendas in advance.
- All – please inform the Chair if you are unable to attend a meeting.

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Ongoing Action List from previous meetings (sont.)

- Chair and Vice Chairs
- Remind Selectmen to of FinCom recommendations re: refuse, parking, PILOT, etc.
- keep up timely communications with FinCom members and Town Government.
- Inform the Selectmen in writing of all significant FinCom decisions.
- 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.

Future Agendas:

- Capital Program Com. Report (quarterly)
- Capital Program Com. Roles and Responsibilities
- New Website Report

Documents on file:

- Agenda 1/11/11
- Board of Selectmen Agenda – 1/11/11
- FY2011 Budget Reduction Notes
- OB 2009-2012 Budget Analysis Fiscal Year 2012 Budget Worksheets (11 p.) 1/11/11

- **These Minutes approved as written by the Oak Bluffs FinCom 2/3/11.**