

**Finance Committee Meeting Minutes**  
**January 22, 2008**

**Present:** Al DeVito - chair, Richard Knabel, Sharon Estrella, Brian Athearn and Ann Nelson.

**Guests:** Bruce Stone, Town Accountant; Kathy Logue, Town Treasurer; Kristin West & Cynthia Mitchell, Assessors.

The meeting was called to order at 4:30 p.m.

**Town Treasurer Budget:**

**#145 Treasurer**

Kathy's salary has increased from step 6 to step 7. She expects her other expenses to remain level.

Richard moved for preliminary approval of the Treasurer Budget #145 with a second by Brian. The motion passed 5-0.

**#158 Tax Title Foreclosures Budget:**

Kathy reported that most of the backlog of properties has been cleared up. There are about 25 properties at present where either the owners are not in a position to pay their back taxes and will be foreclosed upon, or the owners cannot be found and their property will go to land court. Town counsel is not used in this process, but rather, a tax title attorney.

Ann moved with a second by Brian to preliminarily approve the Tax Title Foreclosure Budget #158. The motion passed 5-0.

**#710, 751 & 752 Debt Service Budget:**

Existing debt service continues to decline. There is less interest on short-term debt in anticipation of the Town Hall renovation project.

Sharon moved with a second by Richard to preliminarily approve the Debt Service Budget #710, 751 & 752. The motion passed 5-0.

**#911 - 916 Employee Benefits (insurance) Budget:**

#912 Worker's Comp. is a rough estimate. It might go up a bit due to some claims. Kathy explained that she would have more accurate figures for #914 Health Insurance by the end of February or beginning of March. Last year's elimination of the lower indemnity plan saved about \$4,000 a month. The town pays 75% for both individual and family plans. All the island towns participate in the Cape Cod Municipal Health Group.

Brian moved with a second by Ann to preliminarily approve the Employee Benefits Budget #911 - 916 excluding #914 awaiting further information. The motion passed 5-0.

Ann moved with a second by Richard to preliminarily approve #914. The motion passed 5-0.

**#155 Data Processing Budget:**

At present, Kathy and Bruce do all the in-house work on a volunteer basis. They are able to handle the more basic responsibilities such as upgrades, assistance to other offices, etc. EduComp handles the more complicated situations. The Town Hall renovation could impact the workload in such a way as to require a paid position.

An RFP is issued every 3 years for the contractual work EduComp provides. Bruce explained that it is not cost effective to take this elsewhere due to the town employees' familiarity and comfort with EduComp's system.

Brian moved with a second by Ann to preliminarily approve the Data Processing Budget #155. The motion passed 5-0.

**FY2009 Reserve Fund:**

The reserve fund has had \$46,000 for the last three years. This has been a fairly accurate amount with app. \$1800 returned this year. Bruce pointed out that small transfers could be made at the end of the year, if necessary. Al noted that it is used for unforeseen events and that it is returned if not used. Sharon, in reference to a transfer of \$12,000 made earlier, felt a premise had been set to use reserve fund money if there was a doubt that a quorum could be attained for a special town meeting to vote on the request for funds.

Richard moved with a second by Brian to approve the sum of \$46,000 be placed in the Reserve Fund. The motion passed 4-1.

**Assessors Budget:**

Salaries are down overall, but there are some individual increases due to COLA and step increases. Also, the administrative assistant's hours are now at 30, reflecting the agreement last year to split the hour increase in half over these two years. The workload for this position justifies the 30 hours due to a shift in responsibilities from the principal assessor and the fact that the state now requires annual interim adjustments.

There was some discussion of the town's contractual agreement with Vision, the firm used for revaluation. The RFP is sent out, but Vision is the only one who responds. This could be due to the fact that the contract specifies whoever gets the contract must be willing and able to use Vision. However, Vision will not allow use of their product by any other company.

Richard moved with a second by Ann to preliminarily approve the Assessors Budget #141. The motion passed 5-0.

**Other Business:**

Al asked for comments on his proposed letter to the Board of Selectmen. The members agreed it was a good letter and should be sent.

Richard reported that he had attended a recent BoS meeting and that they wish to meet with the FinCom to review budgets.

Richard moved with a second by Brian to hold a public forum. The motion passed 5-0.

The Tisbury Board of Selectmen has invited the Selectmen and FinCom members of the other island towns to meet with them to discuss..."mutual concerns ...shared services...and regional solutions." The meeting will take place at the Tisbury Town Hall on Wednesday, January 23 at 7PM.

Al will submit the Annual Report to the papers to be used as an OpEd.

**Minutes** of the November 13 meeting were approved. Minutes of the December 10 meeting were approved with corrections.

The next meeting is Tuesday, January 29 at 4:30pm.

There being no other business, a motion for adjournment was made and seconded.

Meeting was adjourned at 6:03.

Respectfully Submitted,

Nancy Rogers, Administrative Clerk