

**West Tisbury Finance Committee Warrant Hearing
Howes House
March 6, 2018**

Attendance

Committee: Gary Montrowl – Chair, Chuck Hodgkinson, Doug Ruskin, Katherine Triantafillou

Guests: Tony Cordray – West Tisbury Animal Control Officer, Kent Healy – Selectman, Skip Manter – Selectman, Matt Mincone – newly appointed West Tisbury Police Chief, Cynthia Mitchell – Selectman, Sheriff Ogden – Dukes County Sheriff, Jen Rand – Town Administrator, Chief Rossi – West Tisbury Police Chief, Bruce Stone – Town Accountant, Amy Tierney – School Business Administrator

The Chair called the meeting to order at 4:00pm. A quorum was present. The hearing was recorded and will be televised on MVTv.

Approval of Minutes from Previous Meetings

Approval of the minutes was tabled until the meeting on March 13, 2018.

Old Business

Proposition 2 ½ Override

Cynthia Mitchell said the financial team has recommended to the Selectmen and they have concurred that an override is needed to support the budget and warrant as submitted. Cynthia said the financial team recommended and the Selectmen agreed to do a general override because the need isn't so easily pinned on one item, but it is in aggregate. Cynthia said what makes the best sense is to invite the Fin Com to concur with Selectmen and present a united front to the voters.

Bruce explained there has not been an override for 14 years, but the town has changed over that time by building four new buildings with 75% more square footage and complex systems and adding 32% more year-round employee hours across all departments that provide service directly to the public. Bruce added that 14 years ago, no funds were committed to the OPEB liability, but the FY19 budget includes \$200,000 for the Town to pay down the OPEB liability and \$500,000 for the regional entities. Bruce said there is not much flexibility in where to cut items because 62.5% of the West Tisbury budget is from regional entities not controlled by the town. Bruce explained that of the remaining 37.5%, there are items that can't be cut such as health insurance, property insurance and retirement benefits. Bruce added some warrant article items were deferred from last year.

The Chair said a lot comes down to rectifying mistakes from the past including building maintenance and OPEB and the people in the town should be pleased West Tisbury is doing better than any other town on the Island regarding OPEB. The Chair said we don't like to see these things going up, but we're pushing for things that should have been done in the past.

Doug said he would like to think about whether he would recommend a general override or it gets handled a different way. Jennifer responded the warrant and the ballot is set. Cynthia said it is the Selectmen's call on how to frame the override and a decision was rendered. Cynthia said here were printing deadlines.

Katherine pointed out the warrant articles add up to \$400,000 and the Selectmen think all of the articles are warranted, but she finds \$200,000 of articles that are not warranted.

Chuck noted part of the issue is timing and the warrant closed fairly recently so the opportunity for the Fin Com to have a conversation with the Selectmen did not present itself until now and it is late in the timing due to the printing deadline.

Katherine said she respects the Selectmen and the financial team, but to say it was too late to discuss this with the Finance Committee was disingenuous.

The Chair said the Fin Com would like to take the Selectmen up on the offer to work on the op ed piece for the newspapers.

Board of Health Budget

The board of health budget was tabled until the meeting on March 8, 2018.

Budget Wrap Up

The Chair said the Zoning Board of Appeals sent an amended budget with personnel services decreased from the original budget.

New Business

Warrant Article Reviews

#54 Dukes County Communication Center

Sheriff Ogden presented to the Committee.

The Sheriff said they have taken several stabs including contracting with a consulting firm which evaluated other regional communication structures in Massachusetts to find a regionally accepted formula. The Sheriff said he is not asking for funding of the entire communications center budget. The Sheriff explained some of the funding comes from a support grant, but there is a \$600,000 deficit.

The Sheriff said he is working with the Commonwealth about increasing the amount of support, and although they are discussing the issue, he is also being told that the Commonwealth needs to see support from the towns being serviced. The Sheriff said the deficit is funded from the Sheriff's department's general appropriation which can impact the house of corrections, jail and lock up and civil process.

The Chair said he attended a presentation with the Undersecretary of State in which the communications system was described to be in a perilous state, including incompatibility of equipment, a lack of redundancy, and copper wire dependence for fundamental communications. The Sheriff said he is working to have the Lieutenant Governor come to view the system and more focus is now on Martha's Vineyard. The Sheriff said there are certain things they are looking for including for the Sheriff's department to take over cell phone emergency services which is a higher obligation to the communications system.

The Chair asked if the Selectmen have heard the warrant article. The Sheriff said he did sit down with the Selectmen.

Doug asked about the total annual budget for the communication center. Pete said the total budget is \$960,000 for FY19. Doug noted the Sheriff's department is requesting \$338,316 in total from all six towns and asked about the balance. Pete said it will be a combination of a supportive grant from state 911 and the Sheriff's department main appropriation.

Doug asked what happens if three towns decline to support the warrant article. The Sheriff said they would do the best they could with what they receive. Doug summarized that means the three towns who do support the warrant article would be unfairly burdened by supporting other towns. The Sheriff said they will cover the deficit from the general appropriation. Doug suggested adding a sentence to the warrant article that requires all six towns to agree before it takes effect.

Doug asked if it would be easier to obtain funds from the state, if voters approve the warrant article. The Sheriff said yes because if there is buy in from all six towns, the system would finally be viewed as regional.

Katherine asked how the funds requested would be used. The Sheriff said it is to support the individuals who operate the communications as well as a technical officer to operate the system. Pete added they are asking for operational funds, most of which are salaries because that's where the deficit resides. Pete added that if the operations are partially funded, it will allow the Sheriff's department to divert supportive and incentive grant money received to the infrastructure.

Katherine asked if other towns in Massachusetts are assessed for the communications system. The Sheriff cited Berkshire county. Katherine asked why the state does not support the communications system. The Sheriff said it is financially burdensome and there are political ramifications.

Katherine asked if the warrant article is not funded, what services will be taken away from prisoners to fund the communications system. The Sheriff said that his department would have to operate with reduced staffing.

Doug said there is precedent for towns on this island to help fund the system. The Sheriff added there is an assessment already in place through the MV law enforcement commission to support the communication system.

Doug said he would move to amend the warrant on town floor to add language that all towns must approve.

Doug moved to not recommend warrant article #54 Board of Selectmen. Katherine seconded the motion which passed 4-0.

#42 Personnel Bylaw – Education Incentive

Chief Rossi and Bruce Stone presented to the Committee.

Chief Rossi said three years ago the police department had a plan to bring compensation on par with the state and other towns on the Island. Chief Rossi explained that phase one was job description and salary, phase two was the night differential and this is phase three which is an education incentive.

The Chief said there currently is one opening for an officer. Chief Rossi explained that within the 351 cities and towns in Massachusetts, West Tisbury is the only town without collective bargaining or a union. The Chief said there are several studies supporting education for police officers and at some point in the future, a college degree will be required and compensated.

The Chief said Chilmark and West Tisbury are the only towns without an education incentive and Chilmark is discussing it. The Chief said the cost would be \$31,474 and even with the incentive, personnel costs in the department are down 4.1%.

Doug moved to recommend warrant article #42 Personnel Bylaw – Education Incentive. Chuck seconded the motion which passed 3-1 with Katherine voting no.

#43 Personnel Bylaw – Animal Control on Call

Tony Cordray presented to the Committee.

The Chair asked about the change. Tony said it is to clarify the process and compensate the officer on call. Katherine asked if other departments compensate this way. Tony responded EMS and police departments have this type of policy.

Doug moved to recommend warrant article #43 – Personnel Bylaw – Animal Control on Call. Chuck seconded the motion which passed 4-0.

#15 UIRSD – WT Fire Alarm Phase 3

Amy Tierney presented to the Committee.

Chuck asked how many more phases to the fire alarm. Amy said this is the final phase. Amy estimated the first phase was \$75,000, second phase was \$8,500 and this phase is \$24,000.

Doug asked why this wasn't this part of the budget. Amy said the first phase was part of the bonding and the second phase was part of short term borrowing. Skip added that one time expenditures should not be part of the base budget so it doesn't artificially inflate the underlying budget.

Doug moved to recommend warrant article #15 UIRSD – WT Fire Alarm. Chuck seconded the motion which passed 4-0.

#16 UIRSD – Chilmark HVAC

Amy Tierney presented to the Committee.

Chuck said this goes back to the bond from two years ago, part of which was HVAC paid to South Mountain. Chuck asked if that work was done and why another \$300,000 needs to be spent. Amy responded that it wasn't a phased project, but that is when the work began. Amy explained this is part of the ventilation system and the overall energy recovery system that South Mountain designed. Skip said this was an ongoing issue from the original construction.

Chuck asked if this is an 80-10-10 expense (80% Chilmark, 10% West Tisbury, 10% Aquinnah) and if so, why West Tisbury's portion is only 8%. Amy said it is also based on enrollment.

Chuck said his overall issue is with capital costs, how they are managed and handled. Chuck said he is asking for more discipline from the school committee regarding capital costs. Amy said they are trying to maintain level debt service.

Skip added the schools are experiencing some of the maintenance issues the town is facing. Skip said they hired an OPM and are looking at hiring a facilities manager.

Katherine moved to recommend warrant article #16 UIRSD – Chilmark HVAC. Chuck seconded the motion which passed 3-1 with Doug voting no (Greg was not in attendance).

#45 MVRHS – Stabilization Fund

Amy Tierney presented to the Committee.

Chuck asked if all six towns need to approve the warrant article and the request is to allow the establishment of a stabilization fund, then asked how it will be funded. Amy said as projects are approved in the budget, money would be held in the stabilization fund to support those projects until they are funded and completed. Amy said it allows projects to be spread out over more than one fiscal year.

Skip said once money goes into the stabilization fund, it can be spent on other projects and as a school committee member, he voted against this. Chuck said that he thinks stabilization funds have run their course and it is better for the tax payer to bond larger expenditures. Amy explained this is for capital projects that aren't big enough to go out and bond.

Doug moved to not recommend budget #45 MVRHS – Stabilization Fund. Chuck seconded the motion which passed 4-0.

#18 County – DC Social Services

The Committee chose to not have Martina Thorton present.

#6 Building Maintenance

Jen Rand presented to the Committee.

Katherine asked if some of these maintenance projects are included in other budgets. Jen said no, these are bigger projects as opposed to normal maintenance. Jen said these projects are from the consultant's list which is always evolving. Jen said this is different from the \$50,000 in the budget which will be used for things like painting.

Doug asked if it makes sense to have a new facilities management department. Jen responded the town has a tremendous amount of real estate to maintain and is headed in that direction.

Chuck noted that \$100,000, which is 25% of the possible \$400,000 override, is a nice round number and asked if there are cost estimates. Doug said that the deferred maintenance policy of the past is part of the reason we have this warrant article. Jen said that that \$200,000 could be spent if she had more time to spend on these projects.

Cynthia said this is only envisioned to be a stop gap period before we get caught up and have a comprehensive facility plan. Chuck said that until a facilities person is hired, he would like to see report card of what was done.

Doug moved to recommend warrant #6 Building Maintenance. Katherine seconded the motion which passed 4-0.

#9 Speed Study

Jen Rand presented to the Committee.

Jen said the town owns 13 miles of road and there is a procedure to determine speed limits on a sign. Jen said that if the study is not done, the speed limit defaults back to a state formula. Jen explained the last study was done in 1972, only a few of the roads were done at that time and some roads have changed dramatically since then. Jen explained the state mandated process includes hiring an engineer so we can have posted speed limits on town roads.

Skip said the request is mostly coming from citizens. Jen said the highway department and police chief have also asked for the study. Doug asked if this is prompted by accidents or people getting hurt. Skip responded that to the best of his knowledge, no. Doug asked if a speed limit could be posted on a town owned road without consulting the state. Jen responded no.

Katherine asked what we will learn from the speed study. Jen said that some roads don't have a speed limit posted.

Doug asked if the Martha's Vineyard Commission transportation expert could help fund this. Jen said she investigated every possible mechanic of how to do this without having to spend \$27,000.

Katherine moved to not recommend budget #9 Speed Study. Chuck seconded the motion which passed 3-1 with Gary voting no.

#12 Town Hall Parking Spots

Jen Rand presented to the Committee.

Katherine asked why there is a need for more spaces and why the cost is so high. Jen said there are four people who work at town hall who don't park in the lot and the quote is from the contractor who does paving work for the town.

Doug moved to recommend budget #12 Town Hall Parking Spots. Chuck seconded the motion which passed 3-1 with Katherine voting no.

#55 Health Imperatives

Jen Rand presented to the Committee.

Jen said the article came in by petition and is problematic because it is funding a private organization, doesn't specify raise and appropriate and it specifies fiscal year 18.

Doug moved to not recommend budget #55 Health Imperatives. Chuck seconded the motion which passed 4-0.

#26 Tax Collector Salary

Bruce Stone presented to the Committee.

Doug noted the salary is based on a 35 hour work week. Bruce responded that technically the tax collector is not a defined position with a defined number of hours, but is based on an estimate that is based on a scale that is tied to 35 hours per week. Doug said he thinks 35 hours may be excessive and he would have to amend on town meeting floor to reduce the salary to be based on 20 hours/week.

Jen said the voters have to vote by ballot to endorse the treasurer/collector position which won't happen until June because there must be a 60 day separation from town meeting for any change from elected to appointed position.

Doug moved to not recommend budget #26 Tax Collector Salary. Chuck seconded the motion which failed 2-2 with Gary and Katherine voting no. The Committee agreed to revote on March 8, 2018 when five members would be in attendance.

Warrant Articles #2-#29 Vote

ARTICLE 2: To hear reports of the Town Officers and Committees and act thereon.

Katherine moved to recommend warrant article #2. Chuck seconded the motion which passed 4-0.

ARTICLE 3: To see if the Town will vote to Raise and appropriate such sums of money as may be necessary to defray Town Charges and Expenses for Fiscal Year 2019; provided, however, that the amount to be Raised and Appropriated to pay the Town Charges and Expenses is contingent upon a majority of the voters casting a ballot on Question 1 at the Annual Election, to be held on April 12, 2018, voting in the affirmative to allow the Town to exceed its Proposition 2 ½ spending cap by Four Hundred Thousand Dollars (\$400,000.00).

The Committee will vote article #3 on March 8, 2018.

ARTICLE 4: To see if the Town will vote to amend the Personnel By-law at Sections 26.3 (Pay Schedule Year Round) to reflect a wage adjustment of 2% effective July 1, 2018.

Chuck moved to recommend warrant article #4. The Chair seconded the motion which passed 2-1-1 with Katherine voting no and Doug abstaining.

ARTICLE 5: To see if the Town will vote to Raise and appropriate the sum of Forty Four Thousand, Two Hundred Fifteen Dollars (\$44,215.00) to purchase and equip one (1) four wheel drive police cruiser, and dispose of a 2013 Ford all wheel drive in the best interest of the Town.

Chuck moved to recommend warrant article #5. Doug seconded the motion which passed 3-1 with Katherine voting no.

ARTICLE 6: To see if the Town will vote to Raise and appropriate the sum of One Hundred Thousand Dollars (\$100,000) for repairs and upgrades to town buildings including, but not limited to, repairs to the foundation of the Howes House, Town Hall downspout drainage repair, alarm systems for both fire stations and other repairs to town buildings as prioritized.

Doug moved to recommend warrant article #6. Katherine seconded the motion which passed 4-0.

ARTICLE 7: To see if the Town will vote to appropriate from Free Cash the sum of Fifty Thousand Dollars (\$50,000) to pay for the Town's share of the water tank required for the development of the Scott's Grove Housing project.

Katherine moved to recommend warrant article #7. Chuck seconded the motion which passed 4-0.

ARTICLE 8: To see if the Town will vote to Raise and appropriate the sum of Ten Thousand Dollars (\$10,000) for the purposes of engineering, design and permitting the replacement of a culvert on Tiah's Cove Rd.

Doug moved to recommend warrant article #8. Chuck seconded the motion which passed 4-0.

ARTICLE 9: To see if the Town will vote to appropriate from Free Cash the sum of Twenty Seven Thousand Dollars (\$27,000) for the purpose of conducting a speed study to determine appropriate speed limits on Town-owned roads.

Katherine moved to not recommend warrant article #9. Chuck seconded the motion which passed 3-1 with Gary voting no.

ARTICLE 10: To see if the Town will Raise and appropriate the sum of Seventy-Five Thousand Dollars (\$75,000) for the re-surfacing the parking lot at Fire Station 1 on Edgartown/West Tisbury Road.

The Committee will hear a presentation and vote on warrant article #10 on March 8, 2018.

ARTICLE 11: To see if the Town will Raise and appropriate the sum of Sixty Thousand Dollars (\$60,000) to purchase and equip one (1) fire vehicle for the Fire Chief. The vehicle also will be set up for any Mass-Casualty calls or incidents with radios in the back for Fire & Police & EMS to be able to run a Unified Incident Command Vehicle.

The Committee will hear a presentation and vote on warrant article #10 on March 8, 2018.

ARTICLE 12: To see if the Town will vote to appropriate from Free Cash the sum of Seven Thousand Dollars (\$7,000) for the purposes of creating two (2) or three (3) additional parking spaces at Town Hall.

Doug moved to recommend warrant article #12. Chuck seconded the motion which passed 3-1 with Katherine voting no.

ARTICLE 13: To see if the Town will vote to appropriate from Free Cash the sum of Two Thousand Five Hundred Dollars (\$2,500) for the purpose of funding the Town picnic.

Chuck moved to recommend warrant article #13. Doug seconded the motion which passed 4-0.

ARTICLE 14: To see if the Town will vote to Raise and appropriate the sum of Twelve Thousand Five Hundred Ninety Dollars (\$12,590) to fund the Town of West Tisbury's share of the expenses of the All Island School Committee's contract for Adult and Community Education in Fiscal Year 2019.

The Committee will hear a presentation and vote on warrant article #14 on March 8, 2018.

ARTICLE 15: To see if the Town will vote to Raise and appropriate the sum of Seventeen Thousand One Hundred Fifty-Two Dollars (\$17,152) to pay the Town's share of the Up-Island Regional School District's Phase III upgrade of the fire alarm system at the West Tisbury School providing design, procurement, installation, project management, and any costs incidental and relative thereto, provided however that the other two member Towns of the District approve their share of the total project cost of \$21,440.

The Committee will hear a presentation and vote on warrant article #10 on March 8, 2018.

ARTICLE 16: To see if the Town will vote to raise and appropriate the sum of Twenty-Three Thousand Two Hundred Sixty-One Dollars and Eighty-Eight Cents (\$23,261.88) to pay the Town's share of the Up-Island Regional School District's renovations of the heating and ventilation systems at the Chilmark School providing design, procurement, installation, project management, and any costs incidental and relative thereto, provided however the other two member Towns of the District approve their share of the total project costs of \$284,375.

The Committee will hear a presentation and vote on warrant article #10 on March 8, 2018.

ARTICLE 17: To see if the Town will vote to raise and appropriate the sum of Twenty-Four Thousand Dollars, (\$24,000) to be used by the Board of Assessors for the valuation update of real and personal property to meet the certification of values as required by Massachusetts state law.

Katherine moved to recommend warrant article #17. Chuck seconded the motion which passed 4-0.

ARTICLE 18: To see if the Town will vote to Raise and appropriate the sum of Seven Thousand Eight Hundred Fifty-Two Dollars (\$7,852) to support the Dukes County Social Services.

Chuck moved to recommend warrant article #18. Doug seconded the motion which passed 4-0.

ARTICLE 19: To see if the Town will vote to Raise and appropriate the sum of Seven Thousand One Hundred Ninety-Five Dollars (\$7,195) to support Substance Use Disorder Prevention Programs on Martha's Vineyard.

Chuck moved to recommend warrant article #19. Doug seconded the motion which passed 4-0.

ARTICLE 20: To see if the Town will vote to Raise and appropriate the sum of Eleven Thousand Five Hundred Twelve Dollars (\$11,512) to support the CORE program, a collaborative program of the Councils on Aging and MV Community Services, to provide coordinated counseling, outreach, and referral services to residents 55 years and older.

Doug moved to recommend warrant article #20. Chuck seconded the motion which passed 4-0.

ARTICLE 21: To see if the Town will vote to Raise and appropriate the sum of Six Thousand Eight Hundred Thirty-Five Dollars (\$6,835) to support the First Stop Information and Referral Service for Island residents of all ages and their families.

Doug moved to recommend warrant article #21. Chuck seconded the motion which passed 4-0.

ARTICLE 22: To see if the Town will vote to Raise and appropriate the sum of Ten Thousand Two Hundred Thirty-Three Dollars (\$10,233) to support the planning, community building and advocacy work of Health Aging Martha's Vineyard for all Island elders.

Doug moved to recommend warrant article #22. Katherine seconded the motion which passed 4-0.

ARTICLE 23: To see if the Town will vote to authorize the expenditure in Fiscal Year 2019 from revolving funds previously established by vote of the Town under M.G.L. c.44, §53E1/2 not to exceed the following spending limits respectively:

FUND	REVENUE SOURCE	AUTHORITY TO SPEND FUNDS	USE OF FUNDS	SPENDING LIMITS
Wetlands Protection Bylaw Fund	Conservation Commission By-law Filing Fees	Conservation Commission	To pay for expenses of the Commission related to the administration of the Bylaw	\$2,000
Refuse District Local Drop-off Fund	Fees collected at local drop-off by MVRDRRD	Board of Health	Expenses related to operation of the Local Drop-off	\$120,000

Doug moved to recommend warrant article #23. Chuck seconded the motion which passed 4-0.

ARTICLE 24: To see if the Town will vote to Raise and appropriate the sum of Twenty Thousand Dollars (\$20,000) to transfer to the Retired/Separating Employees Compensated Absences Reserve Fund as provided for by M.G.L. c. 40, § 13D.

Doug moved to recommend warrant article #24. Chuck seconded the motion which passed 4-0.

ARTICLE 25: To see if the Town will vote to Raise and appropriate the sum of Twenty Six Thousand One Hundred Fifty-Eight Dollars and Thirty-Two Cents (\$26,158.32) to pay the Town's assessed share of the County of Dukes County debt authorized by Chapter 287 of the Acts of 2014 for a building to provide health and human services for county residents.

Doug moved to recommend warrant article #25. Chuck seconded the motion which passed 4-0.

ARTICLE 26: To see if the Town will vote to Raise and appropriate the sum of Sixty Eight Thousand Eight Hundred Eighty-Six Dollars (\$68,886) for the elected position of Tax Collector if said elected position exists after July 1, 2018.

Doug moved to preliminarily not recommend warrant article #26. Chuck seconded the motion which failed 2-2 with Katherine and Gary voting no. The Committee agreed to revote on March 8, 2018 when five members would be in attendance.

ARTICLE 27: To see if the Town will vote to act upon the recommendations of the Community Preservation Committee to appropriate and set aside for later expenditure from the Community Preservation Fund established pursuant to Chapter 44B of the Mass. General Laws, FY2019 revenues, in the following amounts to the following:

- a. Open Space reserve \$50,000 (10% of estimated FY2019 Community Preservation Fund revenues)
- b. Historical Resources reserve \$50,000 (10% of estimated FY2019 Community Preservation Fund revenues)
- c. Community Housing reserve \$50,000 (10% of estimated FY2019 Community Preservation Fund revenues)
- d. Undesignated reserve \$325,000 (65% of estimated FY2019 Community Preservation Fund revenues)

And to Appropriate for the Administrative Expenditures the sum of \$25,000 from FY2019 Community Preservation Fund Revenues.

Doug moved to take no action on warrant articles #27-#34. There was no second to the motion. Katherine moved to recommend warrant article #27. Chuck seconded the motion which passed 3-0-1 with Doug abstaining.

ARTICLE 28: To see if the Town will vote to Appropriate the sum of Fifteen Thousand Dollars (15,000) from the Community Preservation Historic Resources reserve to fund the Martha's Vineyard Agricultural Society replacement of the barn doors at the Agricultural Hall.

Chuck moved to recommend warrant article #28. Katherine seconded the motion which passed 3-0-1 with Doug abstaining.

ARTICLE 29: To see if the Town will vote to Appropriate the sum of Twenty Thousand Dollars (\$20,000) from the Community Preservation Historic Resources reserve to fund the Martha's Vineyard Garden Club replacement of the exterior doors of the Old Mill.

Chuck moved to recommend warrant article #29. Katherine seconded the motion which passed 3-0-1 with Doug abstaining.

Any Topic Not Anticipated by the Chair
No discussion.

Correspondence/Scheduling

The next meeting is Thursday, March 8 at 4:00pm.

Adjournment

Katherine moved to adjourn. Chuck seconded the motion which passed unanimously. The meeting was adjourned at 6:30pm.

Respectfully Submitted,

Margo Urbany-Joyce
West Tisbury Finance Committee Admin Assistant

Approved 5-0

March 30, 2018