

Finance Committee Meeting
Minutes of Meeting 4-19-19

Aquinnah Town Hall Selectmen's Meeting Room

Members present: Chairman Allen Rugg, Tom Murphy

Not Present: Mark Foster

Also present: Town Administrator Jeffrey Madison, Town Accountant Emily Day, Assessor Marsha Shuffrin, Assessor Elise LeBovit (via phone), Selectmen Gary Haley, Robert Lionette, BOH Assistant Phoenix Becker, BOH Chairman Jim Glavin, Roxanne Ackerman, Assistant Assessor Angela Cywinski, Dardy Slavin, Selectmen Julie Vanderhoop, Assessor Adam Wilson

- The meeting began at 9:32am.

- First on the agenda was the review of minutes. Tom moved to approve the 4/12/19 minutes as presented. Motion was seconded by Allen. The Committee voted 2-0, the motion passed.

- Roxanne Ackerman questioned whether the Special Town Meeting warrant articles were going to be discussed, specifically the High School turf. Allen noted that the Fin Comm have taken the view that the article is not a Fin Comm issue because it does not impact the FY'20 budget.

- The Committee met with the BOH to discuss the use of remaining unused funds from a 2012 warrant article to off-set expenses in the FY' 20 budgets (article 37 - \$47,960.60 for a landfill drainage project). Jim Glavin, BOH Chair, had no issue in using the funds given the budgetary restraints, but informed the Committee that the work was never completed due to many reasons and at some point, the drainage at the dump needs to be addressed. Jim also spoke about the need for maintenance on the landfill attendant shack (need for insulation). Jim requested two warrant articles: \$5,000 to address maintenance on the shack and a reserve of a few grand to address the drainage if it becomes an issue. Fin Comm noted that throughout the budgeting process, BOH has not discussed or requested funds for the shack until there was the notion of using the unspent drainage funds. Fin Comm requested that the BOH defer the issues to another year. Jeff stated that the Town will figure out a way to address maintenance on the shack and requested that the BOH bring the issue to the Selectmen to discuss it. Allen motioned that the Fin Comm endorse warrant article 37. Motion was seconded by Tom. The Committee voted 2-0, the motion passed.

- Next, the Committee met with the Assessors. Jeff informed the Committee that at the recent Selectmen meeting, the BOS voted to change two-line items in the budget relative to the Assessors: change the salary line item to zero and change the expense line item to \$40,000 (will accommodate the expected cost of outsourcing the department). The Selectmen took the vote based on the fact that outsourcing the Assessor department will save the Town approx. \$64,000. Allen noted that the Selectmen had met with Regional Resource Inc, outsourcing assessing services, and that he had read the proposal presented to the Selectmen. Fin Comm stated that this budgeting year has been difficult, they have encouraged all departments to reduce the budget to decrease the override and the Fin Comm make determinations on financial issues (not a political entity). The Fin Comm agreed to endorse the recommended outsourcing proposal. Angela stated the following: Assessors had not taken action on the outsourcing proposal, Fin Comm had already approved the Assessor budget, Selectmen have not had an open dialog with Assessors about this, Assessor dept is the only dept taking a cut and Fin Comm is not Personnel and the personnel process is not being followed. She further stated issues with the proposal. The Board of Assessors stated the following: the outsourcing company had stated that they usually come into towns when employees are leaving the job and felt uncomfortable coming into to take over someone's job when they are not leaving, outsourcing proposals are due May 17th and there is no guarantee that the budgeted amount will cover the bids, Assessors have not been given a fair chance to discuss the issue, and suggested that the transition happen over the next year. Selectman Chair Gary Haley stated that the outsourcing company had expressed interest in the job and stated that the company is certified. There was discussion concerning employee increases (step increase and COLA). After further discussion on the matter, Fin Comm stated that they have been tasked with making comment on the Selectmen budget and were prepared to act on the

proposed budget. They further noted that if additional information regarding the BOA budget is brought to the Fin Comm attention they would consider it, if appropriate. Tom moved to support the recommendation of the Board of Selectmen as of last Tuesday's meeting (proposed Assessor budget to zero out the salary line item and change the expense line item to \$40,000). Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

- The Committee reviewed the most recent proposed budget and warrant. There was brief discussion regarding the Lighthouse budget and \$5,200 warrant article request for printing and dissemination of marketing materials. The Committee left the Lighthouse budget as presented. The Committee reviewed articles in the warrant that need action:

Article 3 – Approval of \$5,351,940 for FY'20 operating budget. Tom moved to support the \$5,351,940 as proposed with expected minor variations. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 4 - \$7,000 transfer from Waterways Special Revenue to defray certain public safety wages in the FY'20 operating budget. Tom moved to approve the article. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 7 –\$32,000 transfer from approved Highway vehicle funds to fund in part the Town's OPEB. Tom moved to approve article 7. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.** Fin Comm noted that there were a number of warrant articles where money was being recaptured from prior Town Meeting approval that had not been expended and will be used to fund other FY'20 budget elements.

Article 8 – Transfer \$15,000 from approved funds to engineer and design a Library parking lot to fund in part the Town's OPEB. Tom moved to approve the article 8, even in light of previous discussions, and address this in next years budget. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 9 - Transfer \$3,000.00 from Free Cash to fund in part the annual contribution to the Town's OPEB. Tom moved to approve article 9. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 10 - Transfer \$5,200.00 from Free Cash for printing and dissemination of Lighthouse marketing materials. Tom moved to approve article 10. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 11 - Transfer \$5,000.00 from approved Town Campus Space Needs Assessment funds to fund costs associated with payment of maternity leave for town employees. Tom moved to approve article 11. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 12 - Transfer \$6,500.00 from approved fire department flooring funds to fund in part the purchase fire department personal protective gear. Tom moved to approve article 12. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 13 - Transfer \$7,200.00 from approved Fire Department Training funds to fund in part the purchase fire department personal protective gear. Tom moved to approve article 13. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 14 - Raise and appropriate \$4,800.00 to fund in part the purchase of fire department personal protective gear. Tom moved to approve article 14. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 15 - Transfer \$15,000.00 from the Assessors' Overlay Account to fund the upgrade of the appraisal software. Allen moved to not recommend the article in view of the prior action regarding outsourcing. Motion was seconded by Tom. **The Committee voted 2-0, the motion passed.**

Article 16 - Raise and appropriate \$10,875.00 to fund the expenses associated with the certification and interim reassessment

valuation. Allen moved to not support the article. Motion was seconded by Tom. **The Committee voted 2-0, the motion passed.**

Article 17 - Raise and appropriate \$10,000.00 to fund the Town Aquinnah FY20 Swimming Sailing Programs. There are remaining funds to use from the previous year. Tom moved to approve article 17. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 23 - Raise and appropriate \$25,480.00 to be paid to the Martha's Vineyard Regional School District to fund the Town's share of feasibility study and schematic design work. Tom moved to approve article 23. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 36 - Transfer funds remaining in the following previously appropriated articles, totaling \$13,060.79, to be used to reduce the Fiscal Year 2020 tax rate. Tom moved to approve article 36. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

Article 37 - Transfer \$47,960.60 from approved Landfill Drainage Project funds to off-set expenses in the Fiscal Year 2020 budget. Tom moved to approve article 37. Motion was seconded by Allen. **The Committee voted 2-0, the motion passed.**

- Fin Comm thanked the staff for their hard work throughout the budget season. Tom thanked Allen as the Chairman for doing a great job in orchestrating the meetings.

- With no other business to discuss, a motion was made and seconded to adjourn. **The Committee voted 2-0 in favor. The motion passed.** The meeting ended at 10:51am

Respectfully submitted,
Sophia Welch, Board Administrative Assistant