

**Tisbury Finance & Advisory Committee  
at the Tisbury Emergency Services Building  
6:30PM, Wednesday, February 17, 2016**

Present: Co-Chairs –Jeff Kristal, Pamela Brock, Nancy Gilfoy, Tom Keller,  
Jynell Kristal, Mary Ellen Larsen,  
Town: Selectmen – Larry Gomez, Treasurer – Jonathon Snyder,  
IT - Heidi Rydzewski, Police Dept. – Chief Dan Hanavan  
Planning Bd. – Cheryl Dobel,  
CPC – Paul Munafo, John Best, Heidi Dietterich,  
Other: Healthy Aging MV – Tom Hallahan,  
Public –Steve Bowing, Jackson Kenworth, Howard Miller,  
Minutes – Marni Lipke \* Late arrivals or early departures

The Co-Chairs convened the Tisbury Finance Committee (FinCom) at 6:34PM.

**• Information Technology (IT) Director Heidi Rydzewski**

(See documents on file.)

The new Department’s Fiscal Year 2017 (FY17) Budget was up 41.8% from its former incarnation as the “Computer Committee”. There were no warrant articles.

- Computer Repair decreased as Ms. Rydzewski now did most of it.
- Consulting was up slightly for continued support on a job-by-job basis from MV Tech as well as Adam Derrick.
- Instruction & Training included Town staff needs as well as the Director’s professional development.
- Communications was mostly Comcast, A T & T and Verizon charges. FY17 was based on 2015 actual invoices. Ms. Rydzewski would coordinate Town cell phones and carrier contracts.
- Computer Supplies covered repair tools for Heidi Rydzewski and other supplies such as cables, wires, etc.
- Software jumped to bring outdated Town versions in line with current needs by Internet download and subscriptions, including remote location back-up of all town data. Some software expenses were in Department budgets (Munis in Finance, Cameras in Harbor, Radios in Ambulance, CLAMS in Library, etc.).
- Computer Equipment encompassed central purchasing for Town hardware for economy of expertise and scale—some would be drawn from separate funding sources (Harbor, Water/Wastewater, etc.). Town computers should be replaced regularly on a rotating basis. Some copier/printers were at the end of their life/leases and could be more economically replaced. Police Dept. computers were leased. Computers were occasionally donated to the Council On Aging (COA) and the Library.

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- The FinCom applauded Ms. Rydzewski for amazing accomplishment in only six weeks on the job. She thanked them and offered to post any agendas and minutes—she was also working to streamline and improve the Town website.

- **All Warrant Articles** (See documents on file.)

Howard Miller spoke to this petitioned article to include all alcoholic beverages in the 2010 beer and wine legislation. All else would remain the same—i.e. liquor service only with meals at restaurants seating 35 or more. Mr. Miller had amended the article to cover a loophole to allow Town issued one-day permits to non-profits. The FinCom discussed:

- increases to meals tax revenue, (89% Tisbury revenues were real estate);
- lack of any police reported problems related to the 2010 legislation; and
- previous FinCom 50/50 split on the 2010 article.

The FinCom thanked Howard Miller for his time.

- **Police Department Budget/Articles Review (2nd Time)**

Chief Dan Hanavan proposed a late-filed article for a 14th Officer position to help cover shifts and replace overtime with straight time charges (see 1/27/16 Minutes p. 1-3). The climbing overtime budget was reviewed.

- Shift coverage included vacation, sick leave, long term injuries, etc.
- Specials (lower paid non-full time officers with less than the required hours or only partial Academy training) had become harder to find due to stricter requirements, which diminished Department resources for shift coverage.
- The Department hired seasonal specials with \$55,000 from Embarkation.

- The FinCom discussed:

- increase in benefits (~30% of the salary) and Other Post Employee Benefits (OPEB) liability not covered by the reduction in overtime;
- staff burn-out from too much overtime;
- training/certification on-Island, online, in Plymouth, etc. (see below: Tasks).
- and sick time carry-over.

- *MARY ELLEN LARSEN MOVED TO ACCEPT THE LATE FILED ARTICLE TO ADD AN ADDITIONAL POLICE OFFICER POSITION; JYNELL KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS.*

- Chair Jeff Kristal requested and Chief Hanavan agreed to the following cuts:

- Electricity from \$17,000 to \$16,000 re: increased energy efficiency;
- Building Repair - \$5,000 to \$3,000 re: Dept. of Public Works (DPW) warrant article (see 1/20/16 Minutes p. 3);
- Advertising - \$850 to \$100 re: cheaper Internet vs. printed press postings;
- Photo - \$300 to \$0 re: now obsolete re: film purchasing;
- Carwash - \$200 to \$0 re: free or staff labor; and
- Law Books - \$500 to \$500 re: inclusion in Uniform line or availability online.

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- Ammunition was grossly under-budgeted and raised from \$2,500 to \$3,000.
- The Department could now access DPW pumps.
- The 2016 vehicle had been ordered (with a two month delivery lag time). The Dept. was switching exclusively to Ford Explorers. There were six cruisers rotated for annual replacement at 90,000 miles or more.

• **All Warrant Articles** (See documents on file.)

Healthy Aging Task Force/Healthy Aging Martha's Vineyard

By partnering with the Martha's Vineyard Community Services (MVCS) Healthy Aging MV was able to reduce their budget by avoiding mandates on independent contractors vs. full time employees. They were looking for a home and location whether with the County, MVCS, MV Hospital or the Center For Living (CFL).

- Retention as an independent contractor would save on benefits (health insurance, retirement, etc.).
- The Coordinator was hired two months into FY16 so the FY17 salary reflected the full year.
- MVCS charged an administrative fee for overhead (building, utilities, snow removal, etc.).
- Two lines had been merged from the FY16 Budget.
- Grants paid for various programs, as well as for the start-up, but could not be found for operating expenses.
- The website went up December 9th and a full marketing press was being planned. It focused on provider information from wheelchairs and hospice, to friendly visits and tax help; and was accessible to relatives across the country.
- The Healthy Aging survey garnered an impressive 49% response rate and was providing useful information. For example most people had no short-term planning for accidents or unexpected illnesses.
- The FinCom discussed:
  - multiplying non-profits requesting municipal funding;
  - late submission due to working out the final agreement with MVCS;
  - service duplication with the MV Times 55+ Section, COAs and Polly Brown,
  - the steep increase in MV senior population;
  - possible reluctance to continue funding in FY18.
- *MARY ELLEN LARSEN MOVED TO ACCEPT THE LATE FILED ARTICLE FOR THE TISBURY ASSESSMENT TO FUND THE HEALTHY AGING MARTHA'S VINEYARD FISCAL YEAR 2017 PROPOSED BUDGET; JYNELL KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS.*

**Community Preservation Committee/Coalition (CPC) Review of Mary Ellen's Package**

The CPC formula was reviewed and explained differently than previously.

- The first 80% of State funds was divided equally by percentage, i.e. each town got the same percent of its local revenues. For example:
  - if Tisbury raised about \$550,000 through a 3% surcharge and the state set its first round match at 50% the town would receive \$275,000;
  - if the Tisbury surcharge were 1% collecting ~\$183,300 the same first round State 50% match would apply and Tisbury would receive about \$91,650.
- The second and third rounds from the remaining State funds were determined by Town per capita income, population, real estate value, surcharge percentage, etc. (called a town's decile ranking). For example:
  - The State second round match to Tisbury might be another 10% of its total local CPA collected (i.e another \$55,000 at 3% surcharge);
  - while Aquinnah with higher decile ranking might receive another 50% of a 3% surcharge total.
- The CPC representatives reported there was a regional CPC meeting that had come to consensus on regional projects:
  - regional projects had to apply to all six towns to be considered by any town;
  - regional projects had to pass all six town meetings to be funded by any town.
- For some reason Tisbury received more regional requests than other towns.
- The Tisbury CPC was interested in further focusing on Tisbury.
- Tisbury Town Departments submitted some of the worst prepared applications and had some of the longest delayed projects.
- Jeff Kristal, Mary Ellen Larsen and Larry Gomez advocated for a 2-year moratorium on all regional projects and asked for it in writing. Opinions on various CPC funded projects were given.
- CPC representatives noted that:
  - Town Meeting voted on each separate project;
  - they hoped to better prepare applicants with early workshops and trainings,
  - and had instituted a project delay two-year cut off.
- The FinCom's primary motive was to give tax relief in view of the looming Tisbury School project. Chair Jeff Kristal compared the State match for the school to the CPC match.
- The 1% warrant article would be discussed at the March 2nd meeting.
- The CPC thanked the FinCom for listening to them.

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**• Budget Review/Discussion**

The warrant timeline would determine the meeting schedule (see below).

Adjournment

• *MARY ELLEN LARSEN MOVED TO ADJOURN AT 9:21PM; JEFF KRISTAL SECONDED; MOTION PASSED UNANIMOUSLY.*

**Meetings/Events:**

- February 24th - Annual/Special Town meeting Warrant Deadline
- **FinCom - 6:30PM, Wednesday, March 2, 2016 - EMS**
- **FinCom - 6:30PM, Thursday, March 3, 2016 - EMS**
- **FinCom - 6:30PM, Wednesday, March 9, 2016 - EMS**
- March 4th – FinCom Warrant Recommendation Deadline;
- March 15th - Warrant Closed;
- March 22nd - Selectmen Sign Warrant
- April 4th - Healthy Aging MV community meeting
- Special & Annual Town Meetings - 7:00PM, Tuesday, April 12, 2016
- Election - Tuesday, April 26, 2016

**Action List:**

- Jeff/Paul - inform CPC of 1% article discussion & vote.
- All - email Jeff re: inviting any Dept. of interest
- Larry Gomez – send warrant schedule to FinCom.
- Dan Hanavan - send Larry Gomez the list of certification classes.
- Jeff/Paul - invite/schedule ACE-MV?
- Agenda - Minutes: 1/6/16, 1/20/16, 1/27/16, 2/10/16 (amended), 2/17/16
- All - consider new FinCom member.
- All - consider Union Negotiations rep. alternate for Mary Ellen.

**Documents on file:**

- Agenda 2/17/16
- Kristal/Thornton email re: Center for Living FY17 Budget 2/16/16
- Shall the Board of Selectmen be authorized to petition....
- Article to Fund the FirstStop Program 2/17/16
- First Stop Budget Worksheet FY2017
- Tisbury CPA Project History (2 p.) 1/16
- Town Clerk memo re: ATM (4/12/16) Deadline January 12, 2016 4:30PM  
STM (4/12/16) Deadline January 12, 2016 4:30PM (4 p.) 2/12/16

Minutes approved as amended 3/23/16.