

**Chilmark FY21 Budget Hearing #4 Finance Committee & Selectmen
January 29, 2020 Joint Meeting Minutes**

Present: FinCom: Chairman Rob Hannemann, Vicki Divoll, Eric Glasgow, Susan Murphy, Marshall Carroll and Bruce Golden *.Don Leopold was not present.* Selectmen: Chairman Warren Doty and Bill Rossi. *James Malkin was not present.* Others: Tim Carroll, Melanie Becker, Diana DeBlase, Chuck Hodgkinson, Ann Wallace, David Vigneault and MVTV Videographer Lynn Christoffers.

At 7:00 PM Chairman Hannemann called the meeting to order in the Selectmen's meeting room.

Minutes:

Fincom Chairman Hannemann said we will review and approve 3 sets of minutes as a single motion before we begin the budget hearings.

Draft minutes from FY2020 Budget hearing #7 from 2/6/2019 were reviewed, corrections were made. Draft minutes from FY2020 Budget hearing from 2/18/2019 were reviewed, corrections were made. Draft minutes from Fincom 3/28/2019 meeting were reviewed, corrections were made.

Mr. Golden moved to approve these minutes as corrected. Ms. Divoll seconded the motion.

SO VOTED: 6 Ayes 1 not present

Department budget # 171 Conservation Commission (ConCom):

ConCom Administrative Assistant Chuck Hodgkinson presented this budget. Mr. Hodgkinson there are no expense changes to this budget from FY20 to FY21. Mr. Hodgkinson said the only increase is the COLA and longevity for his salary. Mr. Hodgkinson said the ConCom is one of the busiest boards on town. There were no questions about this budget.

Department budget # 176 Zoning Board of Appeals

Mr. Hodgkinson also the Administrative Assistant to this board presented this budget. Mr. Hodgkinson said this budget has problems; the hearing advertising and the posting costs are higher than budgeted. Discussion ensued. Mr. Hodgkinson asked to increase line #5306 from \$3,500.00 to \$5,000.00. Mr. Hodgkinson also requested raising Postage line #5344 up from \$500.00 to \$600.00.

Department budget # 179 Community Preservation Commission:

Mr. Hodgkinson also the Administrative Assistant to this board presented this budget. Mr. Hodgkinson said this year the state matched 32% but there was a budget surplus and they sent additional fund to total 55%. This is a higher figure than the town has seen for some time. Mr. Hodgkinson distributed the CPA warrant articles with explanations. Discussion ensued.

Department budget #691 Historical Commission:

Mr. Hodgkinson also the Administrative Assistant to this board presented this budget. There were no changes to this budget and no questions about it.

Chuck Hodgkinson who is the projects manager at town hall gave an update to the Boards about the Fire Station and EMS Headquarters building project. Mr. Hodgkinson said this is a great Building Committee and listed the members: Chairman Bill Rossi, Tim Rich, Will Parry, Ben Retmier, Jeremy Bradshaw, West Tisbury rep; Skipper Manter, Aquinnah rep; Jim Newman.

1. \$640,000.00 that was approved at town meeting for hiring an OPM, an Engineer for site plan and Architect to come up with plan to bring to ATM. Amanda Sawyer of Daedalus / CHA has been hired as the OPM. Keenan & Kenny as Architects to do the Mechanical engineering and Structural engineering. Vineyard Land Surveying for civil engineering, permitting. These companies are on contract with the town so this figure will not change.

Chilmark Firehouse & TTA Headquarters Update of estimated costs continued...

2. Est working construction cost budget for ATM voter consideration and Proposition 2 ½ debt exclusion: \$5,300,000.00

Three public forums will be held at the Chilmark Library prior to the April 27 2020 ATM to receive public input. A professional cost estimate will be obtained on the designs for ATM warrant article.

3. Current total project working budget: \$5,940,000.

4. Review TTA agreed 1/3, 1/3 1/3 cost sharing method for the TTA Headquarters building construction costs. Agreed by the Boards of Selectmen in Aquinnah, Chilmark and West Tisbury.

Mr. Hodgkinson provided the proposed shared cost formula.

Discussion turned to the layout of the buildings. The latest proposal is both buildings to be at the 399 Middle Road property side of the lands and making the existing firehouse into parking. Mr. Hodgkinson said the plans and construction of the parking lot after the existing firehouse is removed will be a priority as the current parking lot will be part of the new firehouse plans and construction area.

Chairman Hannemann thanked Mr. Hodgkinson for this presentation. Mr. Hodgkinson invited all to attend the public forums on this topic at the Chilmark Library.

Chairman Doty gave a big thank you to Bill Rossi and Chuck Hodgkinson on their hard work in moving the project forward.

Department budget # 185 Housing Committee:

Tim Carroll said the Housing Committee has been without an Administrative Assistant since Ms. Holtham left and the town has advertised for this open position.

Housing Committee member Ann Wallace presented this budget. Ms. Wallace said this budget is unchanged other than an increase of 1.46% (\$576.00) in the Dukes County Regional Housing Authority (DCRHA) line # 5702. David Vigneault director of the DCRHA distributed an abbreviated budget explanation page.

Along with information about the budget Mr. Vigneault gave a description of housing and apartment needs on the vineyard along with some of the plans and ideas. Discussion ensued.

Chairman Hannemann thanked Ms. Wallace and Mr. Vigneault for presenting these budgets.

Department budget # 650 Park & Recreation:

Tim Carroll presented this budget. Mr. Carroll said this is for the Menemsha Bulkhead lots management costs. This budget is \$200.00 unchanged from FY20. There were no questions about this budget.

Department budget # 198 Town Owned Property:

Tim Carroll presented this budget. Mr. Carroll said the top of the page is Library and we will hold that discussion to the night the Library is presenting their budget. Mr. Carroll said the electrical budget lines for all departments are listed here (as well as in the individual departments) so we can track them. Mr. Carroll said the Solar Array at the Chilmark landfill and the CVEC net metering credits has the town paying for only 85% of the electric utilities. Mr. Carroll said he has reached out for assistance for direction on the appropriate decisions for the schedule Z and Margaret Song of the Cape Light Compact has agreed to work on this with him in February.

Department budget #199 Comfort Station:

Tim Carroll presented this budget. Mr. Carroll said he raised line 5399 by \$2,000.00 to \$70,000.00. This line is Other Purchased Services that also covers the salary for the contractor who does the work. Mr. Carroll said he also raised 5230 the water utility line. Mr. Carroll said Menemsha Water Company has had betterment fees to bring the system up to code. This has been very costly and we have to increase this line. The increase is \$7,400.00 for a total of \$10,000.00. There was discussion on the importance of being represented at the Menemsha Water Company Annual Meeting. This meeting is held in August each year. Chairman Doty said he would encourage the Harbormaster Ryan Rossi to attend as the Chilmark Town representative.

Department budget # 196 Selectmen's Maintenance:

Tim Carroll presented this budget. This budget is unchanged from FY20. Mr. Carroll said this is the department budget where we keep the collective contingencies listed as line 560 Department Reserves. There was discussion on the expenses made from this line and some anticipated expenses.

Department budget # 291 Emergency Management:

Tim Carroll Chilmark's Emergency Manager presented this budget. Mr. Carroll said he raised line # 5700 by \$1,000.00. Mr. Carroll said we (Island Emergency managers) have agreed to Oak Bluffs having the Island Shelter but it is not realistic to send a Chilmark Police officer out of our town during an emergency so we would send funding for staff, not staff. Tim Carroll said within the next 5 years the island needs to come to the reality of the island needing to staff a coordinator to arrange meetings and conference calls. Marshall Carroll pointed out that this is budget creep. Marshall Carroll said this line has not been spent in years if there is an emergency we could authorize a budget transfer. The budget at this time remained as Tim Carroll presented.

At 8:30 PM with no further items on the agenda for discussion Ms. Divoll moved to adjourn. Mr. Golden seconded the motion. **SO VOTED: 6 Ayes 1 not present**

Minutes respectfully submitted by Diana DeBlase.

Approved 02/06/2020

Document list:

- FY21 Budget Binders
- Draft minutes from FY20 2/6/2019, 2/18/2019 and 3/28/2019
- Chilmark Firehouse TTA Headquarters update from Mr. Hodgkinson
- TTA EMS Headquarters planning costs
- TTA EMS HQ proposed shared cost formula
- DCRHA abbreviated budget explanation
- Accountant's Revenue report through December 2019