

**Chilmark FY21 Budget Hearing #5 Finance Committee & Selectmen
January 30, 2020 Joint Meeting Minutes**

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

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

Minutes:

Finance Committee (Fincom) Chairman Hannemann said we will review and approve 3 sets of minutes as a single motion.

Draft minutes from the 4/18/2019 meeting were reviewed a correction was made. Draft minutes from the 7/15/2019 and 11/14/2019 meetings were reviewed, no corrections were made. Mr. Golden moved to approve minutes as corrected and written. Ms. Divoll seconded the motion.

SO VOTED: 5 Ayes, 2 not present

Chairman Hannemann said Mr. Golden needs to leave early tonight and asked for folks to decide when to return to the discussion of the Tri-Town Ambulance retirement payback plan. Chairman Doty said Monday February 3, 2020.

Department budget # 145 Treasurer:

Town Treasurer Melanie Becker presented this budget. Ms. Becker said the salary line increase (1.5%) is due to COLA and longevity. Ms. Becker said the rest of the budget is flat other than the contractual software maintenance /license line 5248. This line was increased by \$138.00. Total increase to this budget was 1.48%. With no questions about this budget the Treasurer moved onto employee benefits.

Department budget #910 Employee Benefits:

Ms. Becker presented this budget. Ms. Becker said she has just been notified by the Cape Cod Municipal Health Group that there will be 0% increase to health insurance for FY21. There was discussion on having the MVC and School adjust their budgets to the 0% increase for their health insurance budget line. Ms. Becker said line 5173 Health Insurance -Active Employee line is up by \$45,549.00 this is to cover a possible family plan for Library employee as position vacancy calls to budget the highest option. Ms. Becker said line # 5196 Health Insurance - Retirees has gone down \$23,018.06 because a retiree is now old enough for Medicare as well as 5199 Health Insurance - Elected officials is down \$25, 272.00. Budget line 5189 Health Insurance Mitigation of \$10,000.00 will be removed from this budget. There was discussion on OPEB and the figures and an estimate from Ms. Becker of when this liability would be paid off is 2027.

Department budget # 710 Retirement of Debt Principal:

Ms. Becker presented this budget. Ms. Becker explained that the Chilmark School, Town Hall, Landfill and Engley House loans will be paid off by FY2024. Ms. Becker supplied a Chilmark Debt Reduction data report sheet. This report showed figures till FY2031 and they will continue its just not included on this data sheet. Ms. Becker figured in the borrowing to purchase land as well as an estimated \$6,740,000.00 to build the Firehouse and EMS Headquarters. Ms. Becker's report also showed the projected impact on the tax rate from FY2021-FY2031. This data showed at the highest point of the borrowing the tax rate would go up by \$0.17 per thousand of assessment. Average single family at that highest level would be an increase of \$343.00 for FY2023. Ms. Becker said with our rating she anticipates 1.75 % rate for borrowing but has figured into the debt projection 3% rate. Chairman Hannemann thanked Ms. Becker.

Department budget # 422 Highway:

Chilmark Highway Superintendent Keith Emin presented this budget. Mr. Emin has increased this Salary budget with a new line xxxx (number not assigned to this line yet) of \$2,500.00 for overtime hours. Tim Carroll said when Mr. Emin plows on weekend it goes into overtime and we needed to figure funds in for that. Tim Carroll also explained that certain employees are not allowed to be exempt and the Highway Superintended is one of them. Mr. Malkin said he would look into the FLSA laws. Marshall Carroll said he did not want to see overtime. Ms. Biskis said prior to the 10 hour a week increase the overtime was very rare but now it happens whenever there is need for Highway Superintended on the weekend.

Mr. Hannemann said there has been a spot on Middle Road that has been a sheet of ice and asked Mr. Emin the plans to fix the problem as it is a big liability to the town. Mr. Emin said he is aware of this spot and it seems the construction above the area has diverted much more water than the current system can handle. Chairman Hannemann said this might be a capital expense to plan for. Mr. Emin said we will need to get an easement from the property owner near the site of overflow to get a outfall pipe installed to direct the water off the roadway. Chairman Hannemann said our roads are in far better shape than the State Roads. Tim Carroll said that the Joint Transportation Committee is looking for a Chilmark Representative and recommended anyone who is interested to please get in touch.

Ms. Murphy said she is removing her Fincom hat and putting on her Cemetery Superintendent hat and is asking that the roads in the Abel's Hill Cemetery get some attention from the Highway Department. Mr. Emin did not comment. Ms. Murphy said the Cemetery would supply the materials if the town Highway Department could supply the labor; that way the town is utilizing the resources we have. Ms. Murphy said the Highway Department hours were increased by 10 hours a week last year and hopes that a few hours (a year) could be spent on the cemetery.

Mr. Golden the Fincom liaison to the Highway department said there was talk of a capital project; and that was a town dump truck. Chairman Hannemann said we will look at all Capital projects in an aggregate report.

Department budget # 423 Snow & Ice:

Tim Carroll said last year we spent just a little over the budget of \$30,000.00. Mr. Emin said he estimated we have spent around \$15,000.00 to date for FY20. This budget is unchanged at \$30,000.00. Mr. Emin said there is a possible Capital project to build a salt shack when the Highway moves to the Landfill location. No action was taken at this time. Chairman Hannemann thanked Mr. Emin.

Department budget # 135 Accountant:

Town Accountant Ellen Biskis presented this budget. Ms. Biskis said the biggest part of the budget is the software contractual expenses. Chairman Doty asked if the Assistant to the Accountant line has enough funding. Ms. Biskis said her assistant is very fast at the data entry she does and often doesn't stay the time that is funded. Ms. Biskis will add additional items for the Assistant Accountant to do in the hours that are budgeted.

Department budget # 136 Audit:

Ms. Biskis said this Monday Richard Sullivan from Powers & Sullivan let the Town know he is retiring. The Auditor who will be taking on Chilmark came and introduced himself today. The new auditor for Chilmark is Todd Jurczyk. Ms. Biskis said we have a contract with Powers & Sullivan through FY23. Tim Carroll said we should consider an exit interview at the end of the Audit so we can all meet the Auditor Todd Jurczyk and ask questions if you have them.

At 8:38 PM with no further items on the agenda for discussion Ms. Murphy moved to adjourn. Mr. Carroll seconded the motion. **SO VOTED: Fincom 5 Ayes, 2 not present. Selectmen: 3 Ayes**

Minutes respectfully submitted by Diana DeBlase.

Approved 02/06/2020

Document list:

- Draft Minutes from Fincom 04/18/2019, 07/15/2019 and 11/14/2019
- Chilmark Debt Reduction data report (from Town Treasurer)
- Accountant's revised proposed budget analysis report