

**Chilmark FY21 Budget Hearing #6 Finance Committee & Selectmen
February 3, 2020 Joint Meeting Minutes**

Present: FinCom: Chairman Rob Hannemann, Susan Murphy, Marshall Carroll, Bruce Golden and Eric Glasgow. *Don Leopold was not present.* Selectmen: Chairman Warren Doty, Bill Rossi and James Malkin. Others: Tim Carroll, Melanie Becker, Ellen Biskis, Diana DeBlase, Harbormaster Ryan Rossi and MVTV Videographer Lynn Christoffers. *Vicki Divoll arrived after a School Committee meeting at 7:15 pm.*

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

Chairman Warren Doty said the Selectmen need to hold a short meeting prior to the Budget Hearing. Chairman Doty said the Selectmen will not hold their regular meeting tomorrow (first Tuesday). The next scheduled Selectmen's meeting is scheduled for February 18, 2020

Tim Carroll presented an easement for the Selectmen to sign to move forward the Basin Road sidewalk project. Mr. Rossi moved to sign the easement. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**
Selectmen signed the easement document.

Chairman Doty said we have a decommissioned copier to declare surplus so it can be donated to Misty Meadows Equine Learning center. Mr. Malkin moved to declare the Sharp MX4111N as surplus. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Chairman Doty turned the gavel over to Fincom Chairman Robert Hannemann.

Minutes:

Chairman Hannemann said we will review and approve 3 sets of minutes as a single motion. Draft minutes from Budget Hearing from January 22, 2020, January 23, 2020 and January 28, 2020 were reviewed. Corrections were made. Mr. Carroll moved to approve these minutes as corrected. Mr. Golden seconded the motion. **SO VOTED: Fincom: 5 Ayes, 2 not present, Selectmen: 3 Ayes**

Department budget # 295 Harbor Department:

Harbormaster (HM) Ryan Rossi presented this budget. HM Rossi said it is not reflected on this budget yet but it is an increase that needs to be added to line #5230 Water Utility. HM Rossi said the \$9,000.00 is not enough and recommended \$12,000.00. Chairman Doty said we have talked about the increases due to upgrades and bringing the Menemsha Water Company to the safety levels they needed to be at. Chairman Doty said we discussed this at previous Budget Hearings this year and what is needed is a Chilmark Town Hall representative at the Annual Menemsha Water Company meeting. Chairman Doty asked HM Rossi to be that person. HM Rossi said he would consider that. After discussion and discovering it's a single meeting in the summer HM Rossi said he would go to the meeting as Chilmark's Municipal representative.

HM Rossi said the biggest increase to the FY21 budget is a new line xxxx (not given number yet) for Dredging. This line will have \$20,000.00 to continue the dredging projects that are needed annually in Menemsha harbor. HM Rossi said he also increased lines # 5585 Uniforms by \$700.00 for a total of \$1,000.00. HM Rossi repopulated line # 5710 In-State Travel and line # 5711 Mileage Allowance from 0 to \$1,000.00 each to cover his Harbormaster required 20 hours related training.

Tim Carroll said the water in Menemsha other than at the Comfort Station is the Harbor Department's responsibility. HM Rossi said the Menemsha Water Company sees it differently.

295 Harbor Department Continued ...

HM Rossi said he would follow up on this especially with the recent request from the Selectmen to have representation on the Menemsha Water Company.

There was discussion about reviewing the fees and possibly increasing them in the harbor. HM Rossi welcomed review and recommended increasing the outer mooring (transient slips) fee to equal the inner mooring and making them \$35.00 per night. There was discussion of increasing the number of outer moorings. HM Rossi said at one point Menemsha had 10 but had 5 working last season. This coming year we will have 8 outer moorings. HM Rossi said he doesn't recommend increasing above 10 outer harbor moorings.

Chairman Hannemann said we have an additional issue to discuss for the Harbor Department tonight. Tim Carroll said there is a betterment invoice that the Harbor received from the Menemsha Water Co. that is \$17,953.00 and it is due now. HM Rossi explained that this invoice came in after the July transfers. HM Rossi said he cannot (there is no funding) pay for this from the Harbor Department budget. Tim Carroll said we are requesting a Finance Committee Reserve Fund transfer to cover this invoice.

Ms. Murphy moved to pay for the \$17,953.00 invoice from Menemsha Water Co. from the Fincom Reserve Fund. Mr. Glasgow seconded the motion. **SO VOTED: FinCom: 6 Ayes, 1 not present**

Mr. Glasgow asked if doing away with an administrative assistant was the best use of the Harbor Master's time. HM Rossi confirmed it was the best move as he can have oversight of the entire department and communication with the harbor community.

Chairman Hannemann thanked HM Rossi.

Department budget # 192 Town Office:

Town Administrator Tim Carroll presented this budget. Mr. Carroll said this department consists of Maintenance Supervisor of Town Buildings / Rodney Bunker's budget and also the Town Hall office budget. Tim Carroll said that Mr. Bunker requested that line # 5241 Building / Grounds Maintenance be increased by \$1,000.00 for a line total of \$11,000.00. Mr. Glasgow asked why the software line #5248 is still at \$11,000.00 when the line has been underspent and expenditures not exceeding \$4,000.00 for the past 3 years. Tim Carroll said we had recommendations from Educomp (IT managers) to prepare for needed updates. Tim Carroll said Educomp is behind on these updates but the funding will be necessary for when the updates are completed. Tim Carroll said he raised line #5711 Mileage Allowance by \$100.00 for a total of 2,000.00.

Mr. Golden asked that the town consider doing away with the bottled water. There was discussion about having Chilmark reach out to Vineyard Conservation Society to see if they would fund a portion of installing a water bottle filling station at town hall. There was no change made to line # 5595 Bottled Water at this time.

Department budget # 194 Chilmark Community Center:

In Rodney Bunker's absence Tim Carroll presented this budget. Tim Carroll said that there is a Public Water budget line xxxx (number not assigned yet) to cover the testing and reports needed for the Public Water Source requirements. Mr. Malkin recommended that that line be in the Board of Health budget. Tim Carroll said this is for the Community Center and Library water testing and it has been a warrant article but should be put into the budget. Chairman Hannemann said we will discuss this proposal when the Board of Health presents their budget February 5, 2020. There was discussion on the HVAC project and shared hopes that it will be underway before this summer.

Department budget # 945 Liability Insurance:

Tim Carroll presented this budget. Mr. Carroll said this is a self-insured pool. Tim Carroll said the loss ratio and experience factor will be affecting this budget. Tim Carroll said 5 year rolling average is done on claims. The

discussion turned to the question of what is enough insurance. Tim Carroll reported that after the in-depth conference call he had with MIIA we need to list the items for the policy. Tim Carroll gave an example of the Tri-Town Ambulance gear; Defibrillators and gurneys and for the Fire department the SCA packs cost \$8,000.00 each. Tim Carroll said he has requested that each department head list an inventory and cost to replace and return that report to him to bring the information to MIIA representative to update our plan. Mr. Glasgow said on average insurance cost is estimated to cost 1% -3 % of the value of item being insured.

At this time the Committee and Board revisited the discussion about the Tri Town Ambulance payback of retirement. Chairman Doty who is the Chilmark representative on the Tri-Town Ambulance Committee spoke to this item. Chairman Doty said the committee proposed a 10 year payback plan to reimburse the town of Chilmark the \$282,000.00. Chairman Doty said the committee proposed to use the budget surplus which has a balance of \$166,000.00 and 28,200.00 would be the first payment made to pay down the payback. The first payment would be made in FY20. Chairman Doty said \$80,000.00 of the budget surplus would go to pay down the budget to keep the increase down. Mr. Glasgow said that would mean we should expect an increase next year by at least \$80,000.00. Tim Carroll asked where the left over surplus would go. Town Accountant Ellen Biskis said there should not be any surplus in this department anything left over needs to be returned to the towns. Chairman Hannemann said this is a situation that needs to be agreed by all three towns. Chairman Doty said there is a tri Town Ambulance Committee meeting tomorrow and he will bring this information to a discussion at their meeting and return with information.

At 9:05 PM with no further agenda items for discussion Ms. Divoll moved to adjourn. Mr. Glasgow seconded the motion. Mr. Malkin recommended meeting earlier for the next meeting to be able to get through all of the materials. Chairman Hannemann recommended changing Thursday February 6, 2020 meeting time from 7:00 PM to 6:00 PM and asked that the meeting time be reposted.

SO VOTED: Fincom 6 Ayes, 1 not present. Selectmen: 3 Ayes

Minutes respectfully submitted by Diana DeBlase.

Approved 02/06/2020

Document list:

- Easement agreement / Chilmark & P. DiMaura
- Draft minutes from Budget Hearing meetings of 01/22/2020, 01/23/2020 and 01/28/2020
- UIRSD certified budget and assessment