

DRAFT

Finance Committee Meeting
Minutes of Meeting 2/24/2020
Aquinnah Town Hall Selectmen's Meeting Room

Members present: Chairman Allen Rugg, Tom Murphy

Not Present: Mark Foster

Also present: Accountant Emily Day, Town Administrator Jeffrey Madison, Selectmen Gary Haley, Selectmen Julie Vanderhoop

- The meeting began at 9:30am.

- First on the agenda was a review of minutes. Tom moved to accept the 9/26/19 minutes. Allen seconded. The Committee voted 2-0, the motion passed. Tom moved to accept the 10/18 minutes. Allen seconded. The Committee voted 2-0, the motion passed. The 12/18/19 minutes were deferred to the next meeting.

- The Committee discussed the upcoming budget meeting schedule starting Monday March 2nd. The following was scheduled: internal town department budgets on Monday March 2nd; potential overflow of administration, meeting with the County, and meeting with Alex Elvin of MVC to review the elder service project on Tuesday March 3rd; meeting with High School and Up Island Schools on Friday March 6th; Police contracts are not completed yet and will be scheduled for March 27th or April 3rd along with town warrant articles. Jeff stated that for purposes of the budgeting process, the Committee should level fund the Police budget from last year until contracts are finalized.

- Next, the Committee discussed the budget: last year, the beginning budget was over the levy limit by approx. \$300,000 and the Town faced a \$375,000 override to meet appropriations; this year, partly due to the prior year's override and the \$150,000 Up Island School reduction, the first draft of the FY21 budget is under the levy limit by \$288,000; first draft includes \$82,000 in warrant articles from Dukes County Social Services (Committee to address the surcharge included in articles at the County budget meeting) and Chilmark School roof and window design and West Tisbury School Resource Officer; there are no town warrant articles yet. The Committee requested copies of all warrant articles and assessments for their budget meetings. There was discussion concerning potential town warrant articles including renovation at Town Offices, restrooms at the Cliffs, legal fees and Lighthouse lantern room rehabilitation. There was discussion on the leasing of "Helen's lot and buildings" rather than the Town funding renovation costs and legal fees.

The Committee discussed the internal budget: approx. total of \$21,000 for step increase for employees (Sibel will submit final numbers); Jeff is suggesting that employees get a 2% COLA (still needs approval from Selectmen); Town Clerk is requesting to increase hours to 19 hrs./week.

The Committee discussed the proposed Lighthouse budget: \$10,000 for Lighthouse lawn maintenance (moved from DPW budget), \$4,000 for Lighthouse interior painting and \$3,000 for expenses (random supplies, signage and advertising). Lighthouse guide wages will remain under the "summer" time employees' budget (will receive step increase but not COLA). There was brief discussion concerning the Lighthouse restoration costs. The Committee agreed that they should meet with the Lighthouse Committee to get a better sense of Lighthouse capital needs. There was a suggestion for the Town to ask other Town CPCs for funds for the Lighthouse lantern room restoration.

- 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 10:22am

Respectfully submitted,
Sophia Welch
Board Administrative Assistant