

Finance Committee

March 15th, 2023 Meeting

4:00pm

*Meeting occurred both in person and via zoom (*zoom attendees)*

Members Present: Howard Goldstein *, Jim Newman, Tom Murphy

Also Present: Jeff Madison, Administrator; Emily Day, Accountant; Jamie Vanderhoop, Treasurer; Gabriella Camilleri, Clerk

Minutes: Howard motioned to accept the 3.14.23 minutes; Jim seconded; vote 3-0, motion passed.

Town departmental FY24 budget review:

Town Clerk: Request to increase Clerk's hours from 20hrs to 25hrs/week due to early voting (now a permanent part of the voting process), town website administration and record keeping/preservation (currently records are located across the town campus and need to be organized). There was brief discussion concerning the \$10,000 cost to hire an organization to process/organize records (CPC funding has been set aside for this project). Fincom took no issue with the Clerk's request to increase hours (unanimously supported).

Property Management/Events: No increase in budget. There are numerous events already planned for 2023.

Accountant: No change to expenses. Increase accountant from 25hrs/week to 40hrs/week. Fincom took no issues (unanimously supported) with the request and noted that the increase is needed and overdue.

Building Inspector and Animal Control: Jeff noted that these two positions need consideration in increase in wages to be either included in the budget or separated out on a warrant article. Jeff has suggested to increase the Building Inspector stipend from \$10,000 to \$12,000; Fincom was supportive of the increase. Suggested increase for Animal Control Officer stipend is \$6,000 to \$12,000; Fincom initially expressed hesitancy of \$12,000 and but was amendable. Jamie expressed concern with the Animal Control Officer using their personal vehicle and not having a location to house animals; town may want to look for additional funding to cover these needs. Both Tom and Jeff have reached out to Edgartown to share their Animal Control Officer (currently an Aquinnah Town resident) and their facilities.

General Administrative Expenses: increase in expenses to catch up to actual expenditures; increase telephone to \$19,700 (match FY22 expense); increase advertising \$11,000 (increase in planning board notices); postage increase to \$3,500; supplies increase to \$6,000. Fincom took no issue with the increases.

Moderator: no change.

Consultant fees: Historically used to pay for website administration but town is transitioning to new webmail platform and line item may be needed for this transition. Fincom reduced line to \$3,000.

Selectmen Ceremonial: July 4th party expenses to move to Community Program. Fincom eliminated the line item.

Legal: no change.

Data Processing: increase to \$81,000 (covers all software inclusive of police department). Fincom was supportive of increase.

Elections: expense dependent of election year; \$1,500 for FY24. Fincom took no issue.

Insurance: no increase.

Town Report: no change.

Salaries will be discussed at a later meeting once the compensation plan revision is complete and the Select Board has considered a COLA. Emily and Jamie will continue to work on salaries and wages.

Next meeting scheduled is with the schools. March 23rd scheduled meeting was tentatively rescheduled for March 22nd at 2pm.

Meeting adjourned at 5:11pm