Town of Oak Bluffs
Finance and Advisory Committee
Tuesday, December 14, 2010, 4:00 PM
Oak Bluffs Library

Present:	Chair –Bill McGrath, Steve Auerbach, Bob Blythe, Frank Case, Mimi Davisson, Cathy Goudy, Mac Starks, Hans Von Steiger,
Selectmen	Chair - Duncan Ross, Gail Barmakian, Kathleen Burton, Greg Coogan, Ron DiOrio
Personnel Bd.	John Lolley
Others:	Recorder – Marni Lipke
Town Staff	Administrator – Michael Dutton Clerk – Alice Boyd
Public	10-20 citizens
Press	Steven Myrick – MV Times, Tom Mayhew – MVTV
Absent:	Mike Perry,

• The Board of Selectmen meeting was called to order and dealt with minutes and public announcements
- request for Selectmen support of a wind and kite festival at Ocean Park August 25, 2011.
- thanks to the intrepid tree lighting helpers in the wind and the rain,
- Town staff Holiday party next Tuesday, December 21st in the Library 4-6PM.

(Some of the discussion has been grouped for clarity rather than in strict chronological order)

Selectmen, FinCom, Personnel Bd. Workshop Meeting 4:07PM

1. General Budget Guidance for FY2012 (Examples: Level Funded, Within 2.5%, Case-By-Case).
• The FinCom had voted the Fiscal Year 2012 (FY12) Budget to be the same as the FY11 Budget.
• School budgets [MV Regional High School (MVRHS), Oak Bluffs School (OBS) and Supt. Shared Services Office] might make this difficult:
- 2% contractual raises with steps, etc. for teachers, possibly offset by dropping indemnity health insurance plans,
- possible slight drop in Oak Bluffs' MVRHS assessment due to reduced enrollment,
- Although general local receipts could be estimated State funding had been prone to shortfalls which mostly affected the schools; e.g Special Education reimbursements promised at 100% were now about 33% and Transportation reimbursements were down too.
• Working with previous conservative projections from the late Finance Director Paul Manzi the FinCom had tentatively projected a FY12 $0.5 to 1 million deficit.

2. Cost of Living Adjustments for FY2012.
Cost of Living Adjustments (COLA) had been eliminated in the previous Town contract negotiations in favor of bringing Town employees up to parity both to correct a perceived gender bias against women department heads and to bring all town employees to median compensation for their positions. It was strongly recommended that this be maintained.

3. General Guidance on Union Negotiations for FY2012-FY2014.
• Contract Negotiations would begin with all four unions (2 police and 2 municipal) in January 2011 so that the Administration hoped to have rough projected costs by Annual Town Meeting.
• Traditionally the 3 person negotiating team had a representative from the Selectmen, the FinCom and the Personnel Board.
• Some Selectmen stated they could not in good conscience negotiate a COLA or raise during these difficult economic times.
• It was noted that at the last negotiations the Unions overwhelming voted to increase salaries rather than avoid layoffs.
• The FinCom suggested that steps also be frozen, which was clarified as follows:
The definition of a step could be re-negotiated. It was currently 1 year / 1 step /(3%). It could be redefined during negotiations as 3 years / 1 step. However once set in the contract it could not be unilaterally suspended.

4. Personnel board Employees Salary Adjustments for FY2012.
• Non-union personnel contracts were based on those negotiated with the unions so as to maintain equity.
It was noted that the Compensation and Classification study was the starting point only.

5. Opportunities for Cost Reductions: Reduced Staffing / Reduced Hours / Shorter Workweek / Closing Non-Essential Services.
• Although some services/hours could be cut (Town Hall might be open only 4 days; the Library could reduce hours without losing certification) some department hours such as the Police could not be reduced. The Selectmen asked how much could be saved.
• It was a simple process to reduce hours for those working at hourly wages however there was a question of whether salaried worker wages could be reduced in accordance with reduced hours (see below: Actions).

• The Selectmen stated that further discussion would have to be postponed until the next meeting and thanked the FinCom and Personnel Board for their attendance. 4:42PM

Action List:
• Michael Dutton – research whether reductions in hours / salary is unfair labor practice.
• Michael Dutton – run some estimates on savings through reduced hours.

Documents on file:
• Selectmen, Fin Com, Personnel Workshop Meeting Discussion Items 12/14/10

• These Minutes approved as amended by the Oak Bluffs FinCom 1/6/11.