

**Town of Oak Bluffs
Finance and Advisory Committee
Thursday, April 25, 2019, 5:30 pm
Oak Bluffs Library Second Floor Conference Room**

Present: Chair – Bill Vrooman, Bernie Crossland, Bob Gaffey, Maura McGroarty,
Mike Taus*, Greg Thornton, Walter Vail, Richard Weiss,

Absent: Ray Moreis,

Others: Town Accountant – Deb Potter,
Recorder - Marni Lipke

* Late arrivals or early departures,
noted solely to mark vote counts.

• The Oak Bluffs Finance and Advisory Committee (FinCom) came to order at 5:31PM.

• **Welcome to New Member**

Introductions were made all around for new member Greg Thornton. Bob Gaffey reported that Ray Moreis had asked if his letter of resignation had been received, which it had not as yet. There was a brief discussion on possible replacements and protocol.

• **Minutes Approval (3/14/19)**

• **RICHARD WEISS MOVED TO APPROVE THE MARCH 14, 2019 MINUTES; WALTER VAIL SECONDED; MOTION PASSED: 6 AYES, 0 NAYS, 1 ABSTENTION—GREG THORNTON not a member at the time.**

• **Election of Officers**

• **WALTER VAIL NOMINATED BILL VROOMAN AS CHAIR; BERNIE CROSSLAND AND RICHARD WEISS SECONDED;**

- **BILL VROOMAN ACCEPTED THE NOMINATION WITH THE UNDERSTANDING THAT HE WOULD BE AWAY FROM THE END OF JANUARY TO THE BEGINNING OF MARCH 2020;**

- **RICHARD WEISS MOVED TO CLOSE THE NOMINATIONS; WALTER VAIL SECONDED; NOMINATIONS WERE UNANIMOUSLY CLOSED; BILL VROOMAN WAS UNANIMOUSLY ELECTED: 7 AYES, 0 NAYS, 0 ABSTENTIONS.**

• **WALTER VAIL NOMINATED BOB GAFFEY AS VICE CHAIR; RICHARD WEISS SECONDED;**

- **BOB GAFFEY ACCEPTED THE NOMINATION WITH THE UNDERSTANDING THAT THE CHAIR WOULD BE AWAY FROM THE END OF JANUARY TO THE BEGINNING OF MARCH 2020;**

- **WALTER VAIL MOVED TO CLOSE THE NOMINATIONS; GREG THORNTON SECONDED; NOMINATIONS WERE UNANIMOUSLY CLOSED;**

BOB GAFFEY WAS UNANIMOUSLY ELECTED: 7 AYES, 0 NAYS, 0 ABSTENTIONS.

• **Committee Appointments**

The current FinCom representatives were in the second year of their three-year Personnel Board terms.

• **IT WAS THE CONSENSUS OF THE OAK BLUFFS FINANCE COMMITTEE THAT STEVE AUERBACH AND BILL VROOMAN CONTINUE THEIR TERMS ON THE PERSONNEL BOARD.**

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Four FinCom members were interested in the Capital Improvement Program (CIP). Bill Vrooman and Greg Thornton had been serving as Moderator and Selectmen appointees. Maura McGroarty wished to continue as FinCom appointee. Richard Weiss was interested in joining (see below: Actions).

• WALTER VAIL NOMINATED MAURA MCGROARTY AS THE FINANCE COMMITTEE REPRESENTATIVE TO THE CAPITAL IMPROVEMENT PROGRAM; BOB GAFFEY SECONDED;
- MAURA MCGROARTY ACCEPTED THE NOMINATION;
- WALTER VAIL MOVED TO CLOSE THE NOMINATIONS; BOB GAFFEY SECONDED; NOMINATIONS WERE UNANIMOUSLY CLOSED;
MAURA MCGROARTY WAS UNANIMOUSLY APPOINTED: 7 AYES, 0 NAYS, 0 ABSTENTIONS.

• Fiscal Year 2021 (FY21) Proposed Topics/Calendar (See documents on file.)

• There was a request to add the newly proposed Town Hall feasibility study and the FinCom discussed several issues (see below: Actions):

- unrealistic July 1st timeline;
- duplication of and selectmen objections to the existing feasibility study;
- construction bond as source of funds and spirit of that vote;
- costly implications of legislation requiring prevailing wage on municipal projects.

• Members reviewed the list making suggestions and comments, however the discussion focused on choosing/crafting priorities:

- income: generating new and updating old with an emphasis on specific actions;
- regional allocation formulas (Martha's Vineyard Regional High School (MVRHS), Dukes County, Sheriff/Regional Communications);
- Other Post Employee Benefits (OPEB) liability.

• This would require regular meetings throughout the summer:

• MIKE TAUS MOVED NOT TO MEET JULY 4, 2019; RICHARD WEISS SECONDED; MOTION PASSED UNANIMOUSLY: 8 AYES, 0 NAYS, 0 ABSTENTIONS.

• There was some frustration with continued gaps in communications with Town Administration (see below: Accountant comments).

• Minutes Presentations

The FinCom was divided on whether Minutes should be simplified or whether the detail was helpful as a historical record. It was difficult to judge what members felt was important (see below: Actions), however Marni Lipke noted the comments for future minutes.

• Accountant's Comments

• The auditors were here March 29th and the exit interview was scheduled (see below: Meetings/Events). The Management Letter showed six of eight items resolved.

• Town Accountant Deb Potter hoped to submit the first end-of-year transfers in May and the final ones at the end of June or early July.

• Estimated receipts were 8% higher than FY18.

• Ms. Potter worked for the Selectmen and Town Administrator and could forward any reports to the FinCom once they became public documents (see below: Actions).

• There were no new additions to the debt schedule.

• She was working on collecting Planning Board parking mitigation charges.

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• Members' Comments

- Maura McGroarty:
 - asked about a possible State grant or 0% loan for \$1,000,000—not confirmed;
 - requested FinCom notification and review of capital projects: e.g. solar contracts, North Bluff grant local match, Park & Ride planning;
 - distributed Sheriff regional communications call statistics (see documents on file);
 - requested line-by-line review of FinCom Bylaws (see below: Actions).
- To facilitate participation from all members, Bob Gaffey proposed everyone raise their hands and wait to be called on by the Chair and that the Chair hold comments to two minutes. Further comments could be voiced in a second round.

• Public Comments – None

• Adjourn

- **MIKE TAUS MOVED TO ADJOURN AT 6:41-3PM; BOB GAFFEY SECONDED; MOTION PASSED UNANIMOUSLY.**

Meetings/Events:

OB FinCom - 5:00PM, Thursdays, May 2 & 16, 2019 - OB Library

Audit Exit Interview - 4:30PM, Tuesday, June 11, 2019 - OB Library

Action List

- Bill – contact Brian Packish & Moderator re: CIP interest: Richard, Bill & Greg
- All/Bill – monitor BOS agenda & post/attend meeting on Town Hall feasibility study
- All – comment on what is unnecessary when Minutes are voted.
- Deb P. – send FinCom local estimated receipts when available.
- Bill – email FinCom Bylaws to members,
- All – sign Bylaws as read.
- Bill – check for Moreis letter.

Ongoing Action List from previous meetings (cont.)

- Future Agenda Items:

Police Department Finances	Trash/Waste Analysis
Embarkation Fund Policy	Reserve Fund Increase
Town Cleaning Services Analysis	Assessor's Office re: PILOTs

Documents on file:

- Agenda 4/25/19
- Sign In Sheet 4/25/19
- Vrooman cover email re: Unfinished Topics 4/11/19
 - FinCom Topics for 2021
- Whritenour/Farrell email re: School Funding Request 3/18/19
- Vrooman/McGroarty/Graczykowski emails re: Call Information – Top 20 (2 p.) 4/25/19
 - “Top 20” Dispatch Location by Town (3 p.)
 - “Top 20” Dispatch Location by Town by Category by Percent
- Town of Oak Bluffs 2019 Annual Town Warrants (44 p.)

- **Minutes approved by the OB FinCom 5/2/19.**