**Dukes County Advisory Board on Expenditures**

Minutes

**Friday, June 8, 2018**

**3:00pm**

**Dukes County Administration Building**

9 Airport Rd., Edgartown, MA 02539

**County Advisory Board (CAB):** Arthur Smadbeck (Edgartown – 38.60%), Skipper Manter (West Tisbury – 12.45%), \*\*Bill Rossi (Chilmark 16.56%) and Melinda Loberg (Tisbury 13.52%)

\*\*Left the meeting early

**Dukes County Commissioners (DCC):** Christine Todd

**County Staff Present:** Martina Thornton – County Manager, Connie Andrade - Administrative Assistant to County Manager , Noreen Mavro Flanders – County Treasurer, Ann Metcalf – Asst. County Treasurer, Paulo DeOliveira – Register of Deeds, Bob Rosenbaum – Chair Martha’s Vineyard Airport Commission, Ann Richart – Martha’s Vineyard Airport Manager, Richard Knabel – Martha’s Vineyard Airport Commission, Don Ogilvie – Martha’s Vineyard Airport Commission

**Others:** Joanie Ames – MVTV

**Art called the meeting to order at 2:30 pm**

**FY2018 County Budget Transfers:**

Art reviewed the proposed budget transfers and amendments for FY2018 with the CAB (see file). A discussion was held. Skipper asked why there were prior year unpaid bills at the courthouse. Martina said the fire alarm system had a bill that came after year end, so she is transferring funds to cover the bill.

**Skipper/Melinda made a motion to approve the FY2018 budget transfers as presented. So voted. Edgartown yes, Chilmark yes, West Tisbury yes and Tisbury yes.** **Motion carries.**

**FY2018 County Budget Amendments:**

Martina reviewed the proposed FY2018 County budget amendments with the CAB (see file). A discussion was held. She noted the amendment to the Treasurer’s office budget because Ann Metcalf was appointed Interim County Treasurer.

**Skipper/Bill made a motion to approve the FY2018 Amended Budget as presented. So voted. Edgartown yes, Chilmark yes, West Tisbury yes and Tisbury yes.** **Motion carries.**

 **FY2019 County Budget Amendments:**

Martina reviewed the proposed FY2019 County Budget Amendments with the CAB (see file). A discussion was held. Skipper said 300 hours for Noreen to train her replacement is excessive.

**Bill/Skipper made a motion to approve the FY2019 Treasurer’s Amended Budget as presented. So voted.** **Edgartown yes, Chilmark yes, West Tisbury yes and Tisbury yes.** **Motion carries.**

Martina reviews the FY2019 proposed budget amendments for the Registry of Deeds with the CAB (see file). A discussion was held. Paulo said the amendment was needed because the Registry of Deeds needs to order a new equipment for the coin operated copier and they had to send some old land recording books to be preserved.

**Skipper/Melinda made a motion to approve the FY2019 Amended Budget for the Registry of Deeds as presented. So** **voted.** **Edgartown yes, Chilmark yes, West Tisbury yes and Tisbury yes.** **Motion carries.**

**FY2018 Airport Budget Amendment:**

Art reviewed the proposed FY2018 budget amendment for the Martha’s Vineyard Airport (see file). A discussion was held. The CAB said there was a change in the FY2018 budget that reflects a budgeted loss of $1,313,000.00 to be changed to a loss of $1,593,000.00. Bob R. said the operating budget shows a surplus of $724,000.00 and the deficit is in the Capital Improvements line. The CAB asked where the funds would come from to cover the deficits. Bob R. said the Airport is doing debt financing and working with the legislature and the DCC to do $620,000.00 in debt financing for three primary capital projects for a 20 year period. The CAB said the State does not allow deficit spending for money they don’t have, so the money has to come from somewhere. Ann R. said the money is coming from Airport reserves and that amount pretty much taps out the reserve. Bob R. said the Airport hopes to have a FY2019 Airport amended budget soon to submit for approval. Melinda asked if the capital improvements were planned. Bob R. said yes, they were the Fire Station, equipment and bathroom upgrades. Ann R. said every project came in over budget. Bob R. said the Airport will not be appropriating any money to OPEB in FY2018 budget. Skipper said the Airport is on the edge of a fiscal cliff. Martina asked the CAB if they would support legislation that stated the Airport borrowings would have to be approved by the CAB on top of the DCC. Skipper said the DCC should approve the borrowings first and then it should come to the CAB.

**\*\* Bill Rossi left the meeting at 3:15pm**

**Skipper/Melinda made a motion to approve the amended FY2018 Airport budget as presented. So voted. Edgartown yes, Tisbury yes and West Tisbury yes. Motion carries.**

**FY2019 County Budget Amendment:**

Martina said because of the budget amendments in the Treasurer’s office, she would like to appropriate $30k for OPEB.

**Skipper/Melinda made a motion to appropriate $30,000.00 for OPEB line in the FY2019 budget. So voted. Melinda yes, Edgartown yes and West Tisbury yes. Motion carries.**

**Skipper/Melinda made a motion to approve the amended FY2019 County budget as presented. West Tisbury no, Edgartown yes, Tisbury yes. Motion carries.**

 **Creation of Stabilization Fund:**

Martina said the CAB will need a 2/3rds vote to create a Stabilization Fund. A discussion was held. Skipper said the County should return money to the Towns and then the Town would vote to return the money to create the Stabilization Fund. The CAB decided to vote to create the stabilization fund and then appropriate the money sometime in early August after the County knows how much is in the Unreserved Fund. Skipper said the County should create a line in next year’s budget for the Stabilization Fund for x amount of dollars so everyone can see it and debate it; that would be offset by the Unreserved Fund balance.

**Skipper/Melinda made a motion to create the Stabilization Fund to be considered to be funded for the FY2020 budget process. So voted. Edgartown yes, Tisbury yes, West Tisbury yes. Motion carries.**

**County Manager’s Report:**

* **Memo Regarding Funding of Regional Programs; Town Meetings:** Martina said all the regional programs are funded. She is working on contracts for Healthy Aging Task Force and renewing the contracts for CORE and 1st Stop programs.
* **Courthouse:** Martina said the air conditioning has been installed. The handicap ramp is in the process of being built and should be complete before the end of the fiscal year. The lift manufacturing has been held up because the plans were not compliant and part of a wall may need to be knocked down. She may need one more variance from the State. She may need a carryover for the next fiscal year.
* **Center for Living Building:** Martina said she advertised to lease the upstairs at 29 Breakdown Lane, Tisbury. This is the third time and once again she received no proposals. A discussion was held. The CAB recommended lowering the rent. Skipper said he would like to see the Health Care Access Program (VHCAP) utilize the space. Martina said the space would need to be renovated and the VTA buses cannot make the route. Therefore the access would be limited to those who use public transportation to travel the VHCAP. She also said if she reduces the rent she may be able to rent to MV Community Services or the Martha’s Vineyard Hospital.

**Skipper/Melinda made a motion to adjourn. So voted. Edgartown yes, Tisbury yes, and West Tisbury yes. Motion carries.**

**CAB meeting was adjourned at 4:30pm.**

Respectfully Submitted by:

JOSEPH E. SOLLITTO, JR., Clerk of Courts

**Documents presented at the meeting and part of the Official Records:**

* Agenda
* FY2018 Year End Transfers
* FY2018 Airport Amended Budget
* Correspondence from Paulo DeOliveira – Register of Deeds
* FY2019 Dukes County Budget Summary Spreadsheet
* FY2019 Amended Budget for the County Treasurer’s Department