**Dukes County Advisory Board on Expenditures**

Minutes

**Friday, April 14, 2017**

**2:00 p.m.**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**County Advisory Board (CAB):** Arthur Smadbeck (Edgartown – 36.70%), Skipper Manter (West Tisbury – 13.04%), Melinda Loberg (Tisbury – 13.87%), Bill Rossi (Chilmark – 17.06%)

**Dukes County Commissioners (DCC):** Leon Brathwaite

**County Staff Present:** Noreen Mavro Flanders – Deputy County Manager and County Treasurer, Connie Andrade - Administrative Assistant to County Manager

**Others:** Joanie Ames – MVTV

**CAB meeting was called to order at 2:30PM.**

**Minutes:**

**Skipper/Melinda made a motion to approve the minutes of February 15, 2017 as presented. So voted. West Tisbury yes, Tisbury yes, Edgartown yes and Chilmark abstains. Motion carries**.

**FY17 Budget Amendment – Treasurer’s Office:**

Noreen asked the CAB to approve inter-departmental transfers within Department 3000 the Treasurer’s office. (See file.)

**Bill/Melinda made a motion to accept the budget transfers as presented. So voted. Chilmark - yes, Tisbury - yes, West Tisbury - no, Edgartown - yes. Motion carries.**

**Notice of Emergency Appropriation by Dukes County Commissioners for Courthouse Fire Prevention System:**

Noreen said the DCC approved emergency funding for the Courthouse to hire someone to do a “fire watch” until the County could install fire alarms and emergency exit lights. According to Mass General Law Chapter 34 Section 16, the DCC had the authority to approve the emergency funding. A discussion was held. The CAB would like the DCC and Martina to do a cost analysis to identify the repairs needed and the cost of relocating the Registry of Deeds if the State decides they need the space that currently where the ROD is located including if the State pays nothing to take the building. Noreen said the auditors have said in the Management Letter that they would like to see a capital improvement plan. The CAB said the Capital Improvement Plan should be a top priority.

**FY2016 Draft Audit:**

Noreen said the FY2016 Audit Exit conference will be at the DCC meeting on May 17, 2017 at 4:30pm at the Dukes County Administration building.

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

**CAB meeting was adjournment (2:25p.m.)**

Respectfully Submitted by:

JOSEPH E. SOLLITTO, JR., Clerk of Courts

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

* Agenda
* Treasurer’s Office FY17 Budget Transfer Spreadsheet
* FY16 Audit Management Letter and Financial Statement