Dukes County Advisory Board on Expenditures (CAB)
Meeting Minutes
Thursday June 17, 2021
2:30 PM
Dukes County Administrative Building, 9 Airport Rd, Edgartown, MA
Public participation was also available remotely

County Advisory Board Members Present: Arthur Smadbeck – Edgartown (39.71%), Jeff Kristal – Tisbury (13.28%), Skipper Manter – West Tisbury (12.18%), Brian Packish – Oak Bluffs (14.66%)

Other County Officials Present: Martina Thornton – County Manager, Paulo DeOliveira – Registry of Deeds, Ann Metcalf – County Treasurer, Dukes County Commissioner Leon Brathwaite, Sarah Kuh – VHCAP Director

Others Present: Tracey Johnes

Arthur Smadbeck called the meeting to order at 2:34 PM.

Minutes

Fiscal Year 2021 Budget Transfers and Amendments (see document on file)
Martina introduced the transfers and explained the reasons for which it is needed.

Jeff Kristal made a motion to approve the FY2021 Dept. 600 Courthouse as presented. Brian Packish seconded the motion. Discussion: Ann clarified that the $8,055.70 will be moved from temporary employees’ line to reimbursable line as this will be covered by the state contract. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter no, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Dept. 610 County Administration Building transfers as presented. Jeff Kristal seconded the motion. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Dept. 800 New York Ave transfers as presented. Jeff Kristal seconded the motion. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Dept. 2200 Emergency Management Dept. transfers as presented. Jeff Kristal seconded the motion. So voted.
Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Dept. 3000 Treasurer Dept. transfers as presented. Jeff Kristal seconded the motion. Discussion: Skipper did not like that the request is being made after the funds were already spent. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter no, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Dept. 3300 Veterans Services Dept. transfer as presented. Jeff Kristal seconded the motion. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Fund 550 VHCAP Dept. transfer as presented. Jeff Kristal seconded the motion. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Skipper Manter made a motion to approve the FY2021 Fund 230 Parking Clerk transfers as presented pending decision of the Personnel board to approve the Step 2 for the new Parking Clerk. Brian Packish seconded the motion. Discussion: Skipper has questions related to the process and budget related to hiring the new parking clerk. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

Budget Amendments were presented by Martina and explained.

Jeff/Skipper moved to approve the budget amendment to include the $6K into the Treasurer's budget to purchase the fireproof filing cabinet. Discussion followed – Skipper disagreed with the process of spending money just because the additional revenues came in this year. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter abstained, and Arthur Smadbeck aye. Motion carries.

Skipper / Jeff moved to approve the budget amendment to include $15K for cyber security vulnerability assessment and remediation into the Dept.610 budget and cover the funds from unreserved fund balance. Discussion followed. Brian Packish aye, Jeff Kristal aye, Skipper Manter abstained, and Arthur Smadbeck aye. Motion carries.

Skipper asked for reconsideration of the motion on the $6K. It was agreed.

Jeff/Skipper moved to approve the budget amendment to include the $6K into the Treasurer's budget to purchase the fireproof filing cabinet and cover the cost from unreserved fund balance. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter yes, and Arthur Smadbeck aye. Motion carries.
Cape & Islands License Plates Fund expenditure requests:
Martina explained that DCC voted to spend $15K from the fund for vaccination campaign and approx. $20K as a matching funds for a grant for dune restauration on Norton Point Beach. Discussion followed.

Jeff/Brian moved to send the $15K to the towns instead. Discussion followed.
Jeff/Brian withdrew the motion.

Skipper/Jeff moved to decline the DCC request to spend $15K on vaccination campaign. So voted. Jeff – yes, Skipper – yes, Brian – yes, Art – no. Motion carries.

Skipper/Jeff moved to approve the earmark of 20% of the matching funds for the Norton Point grant. Discussion: Martina explained that when the application is finalized, and we know the exact amount it will come back for a vote before the DCC and CAB. So voted. Brian Packish aye, Jeff Kristal aye, Skipper Manter yes, and Arthur Smadbeck aye. Motion carries.
It was noted that the expenditure might be eligible under CARES Act funding and the county is exploring this.

Managers’ Report
Martina reported that Oak Bluffs did not approve the updated request for VHCAP for increased retirement contribution. It was agreed that the request will be made to approve the additional fund at the fall special town meeting.

There was a discussion about benefits of holding meetings with remote participation, which will be most likely allowed until April 2021.

Jeff Kristal made a motion to adjourn the meeting. Brian Packish seconded the motion. So voted. Jeff Kristal aye, Brian Packish aye, Skipper Manter aye, and Arthur Smadbeck aye. Motion carries.

The Dukes County Advisory Board on Expenditures meeting was adjourned at 6:25 PM.

Certified by:

T. George Davis, Clerk of Courts

Documents presented at the meeting and part of the official record:
• Meeting Agenda
• CAB Minutes
• Proposed FY21 Budget transfers & amendments.