Dukes County Advisory Board on Expenditures (CAB)
Meeting Minutes
Friday September 17, 2021
2:30 PM
Remote participation only via zoom

County Advisory Board Members Present: Arthur Smadbeck – Edgartown (41.02%), Jeff Kristal – Tisbury (13.06%), Skipper Manter – West Tisbury (12.14%), Brian Packish – Oak Bluffs (14.73%)

Other County Officials Present: Martina Thornton – County Manager, Paulo DeOliveira – Registry of Deeds, Ann Metcalf – County Treasurer, Dukes County Commissioners: Keith Chatinover and Tristan Israel

Others Present: MV Commission staff: Liz Durkee, Christine Flynn, Dan Doyle

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

   Jeff/Skipper moved to approve all three sets of minutes as presented. Tisbury -yes, West Tisbury - yes, Oak Bluffs - abstained, Edgartown - yes. Motion carries.

2. Center for Living – budget requests (see on file updated request from Leslie Clapp)
   Martina explained the request as Leslie could not be present. Skipper raised issue with using prior fiscal year funds for this year expense. Discussion followed.

   Skipper/Brian moved that the Center is allowed to move the $4,700 in the FY22 to use it for the HIPPA compliance work needed and spend additional $2,194 out of FY22 budget with the understanding that if there is a shortage in the Center budget in FY2022 overall the Center can ask the towns for the money needed at special or annual town meeting. So voted. West Tisbury – yes, Tisbury – yes, Oak Bluffs – yes, Edgartown – yes. Motion carries.

   Martina noted that the request for additional funds would have to be made before the deadline for town warrants. (Note: usually end of November)

   Skipper/Brian moved to approve transfer of $900 from their payroll services line to phone line as requested. So voted. West Tisbury – yes, Oak Bluffs – yes, Tisbury - yes, Edgartown – yes. Motion carries.

   Wastewater issue
   Martina explained issue in a memo (attached to file). Skipper commented again that it is not appropriate to be using FY21 funds for expenditure of FY22 since the bill was dated July 1st it should be paid in FY22. And again, suggested to go to town meetings to ask for supplemental FY22 budget expenses if needed. Others agreed.
Art asked if Martina and Ann can clarify what are the option that are available to address this issue and report back.

3. **MV Commission request for $25,000 from Cape & Islands License Plates Fund**  
   (see memo on file) Discussion followed. It was clarified that $8K was approved for the purpose at Tisbury Town Meeting and MV Commission is looking for funds from other towns via special town meetings. Skipper suggested that the full amount needed could be funded from the Cape & Islands License Fund.

   **Skipper/Jeff moved to approve the $25K to be spend from Cape & Islands License Plates Fund and ask DCC to consider funding the rest of the match needed for a total of $56K. West Tisbury – yes, Oak Bluffs – yes, Tisbury – yes, Edgartown -yes. Motion carries.**

4. **Manager Updates**  
   End of the year transfer performed under direction of County Manager (under $500) – see memo on file re $471 moved from one employee line in DC Social Services FY21 budget line to another employee line.

Martina also mentioned the Registry of Deeds report for FY21 and the preliminary operating statement for FY21 that was sent to CAB for informational purpose and that there will be a healthy surplus to apply toward town assessments in spring again after the amounts are audited and certified.

Martina also informed the board that she started the FY2023 budget process and that the CAB can meet on preliminary budgets towards the end of October.

   **Skipper/Jeff moved to adjourn the meeting at 3pm. West Tisbury – yes, Oak Bluffs – yes, Tisbury – yes, Edgartown -yes. Motion carries.**

Meeting was adjourned at 3:00pm.

**Certified by:**

[Signature]

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.