

**Minutes**  
**West Tisbury Finance Committee Meeting**  
**May 11, 2010**  
**Public Safety Building**

Present: Sharon Estrella - chair, Al DeVito, Brian Athearn, Greg Orcutt and Jonathan Revere.

Guests: Bruce Stone, Town Accountant; Richard Knabel, Skipper Manter and Cynthia Mitchell, BoS; Jen Rand, Executive Secretary; John Power, Board of Health.

The meeting was called to order at 4:30 p.m.

The meeting started by welcoming new FinCom member, Jonathan Revere.

**Board of Health Request for Transfer**

John Powers requested a transfer from reserve funds in the amount of \$2,000. He explained the need for the transfer was due to an unexpected increase in services provided, including communicable disease follow-up and well baby care.

Al made a motion, seconded by Brian, to approve the transfer. The motion passed 5-0.

**Special Town Meeting Warrant**

**ARTICLE 1: To see if the town will vote to transfer the care, custody and control of following parcels of land to the Affordable Housing Committee and the Board of Selectmen and to authorize the Board of Selectmen to sell them for affordable housing purposes, as further described in the Request for Proposals on file with the Town Clerk, and to take any other action relative thereto: Assessor's Map 10, Lots 92, 93, 94, 104, 105, 106, 236, 238 and 240. It is the intent that the proceeds from the sale of these lots will be placed in the West Tisbury Affordable Housing Trust Fund, which placement will require a further town meeting vote after the proceeds have been received and after free cash has been certified.**

Jen explained that in 2006 the town had voted to accept these lots for affordable housing, but not voted to sell them. It is now time to sell them, which will require a 2/3 vote.

Greg, with a second by Jonathan, moved to recommend Article 1. The motion passed 4-1.

**ARTICLE 2: To see if the town will vote, in the event there is no successful bidder in response to the Request for Proposals referenced in the aforesaid Article, to authorize the Board of Selectmen to sell, lease or otherwise transfer the following parcels of land, for affordable housing purposes, pursuant to terms and conditions agreed upon by said Board and the Affordable Housing Committee, and to take any other action relative thereto: Assessor's Map 10, Lots 92, 93, 94, 104, 105, 106, 236, 238 and 240. It is the intent that the proceeds from the sale of these lots, if any, will be placed in the West Tisbury Affordable Housing Trust Fund, which placement will require a further town meeting vote after the proceeds have been received and after free cash has been certified.**

Passage of this article would enable the BoS to move on these parcels should there be no response to an RFP. Money from the sale of municipal property goes to the general fund. A vote would then be required to place into the municipal fund.

Jonathan, with a second from Brian, moved to recommend Article 2. The motion passed 5-0.

**ARTICLE 3: To see if the Town will vote to Raise and Appropriate the sum of Seven Thousand One Hundred Sixty Dollars and Ninety-two cents (\$7,160.92) and further to Transfer from FY2011 Budget, Line Item 161-5120 Town Clerk Personal Services the sum of Two**

Thousand Five Hundred Dollars (\$2,500) and Line item 141-5120 Board of Assessors Personal Services the sum of Twenty Six Thousand Four Hundred Seventy-Eight Dollars and Forty-five Cents (\$26,478.45) to Line item 122-5120 Board of Selectmen Personnel Services for the purpose of funding a part-time Administrative Assistant Position. *(There will be no net gain in the number of employees in Town Hall as the Assessing Department is eliminating one position.)*

Cynthia explained the Assessors office is downsizing by eliminating the Administrative Assistant position. Data collection moved more quickly than anticipated and the responsibilities of that position have lessened. The BoS have recognized a need for a new position in the Town Hall. The person in this position would direct visitors to the office/person appropriate to their needs. They would also sell dog licenses, cover anyone on vacation, help with large projects (census, large mailings, copying, etc.). Performing these tasks would allow the people already employed at the Town Hall to work without interruptions. This position would be at 25 hrs./wk., 11:30-4:30 and would have full benefits. If the person leaving the Assessors office were to take the position, the pay would be at grade E, step 5. A new employ would be at grade E, step 1.

Greg, seconded by Al, made a motion to not recommend Article 3. The motion passed 4-1.

**ARTICLE 4: To see if the Town will vote to modify the Affordable Housing Trust bylaw to read as follows:**

**There shall be a Board of Trustees of the West Tisbury Affordable Housing Trust Fund established, in this section called the Board, which shall include ~~eleven trustees, including the Board of Selectmen,~~ with the remaining members to be the ~~non-selectmen~~ members of the West Tisbury Affordable Housing Committee ~~as appointed by the Board of Selectmen.~~ Trustees shall ~~serve be appointed for a one-year terms, not to exceed two years.~~ A quorum of the Board of Trustees shall be ~~six members~~ a majority except when voting to appropriate funds or dispose of property and in that instance the minimum necessary members present shall be ~~seven~~ a majority plus one where at least one member of the Board of Selectmen is present.**

**The powers of the Board shall be carried on in furtherance of the purposes set forth in Massachusetts General Laws Chapter 44, Section 55C.**

Jen explained that the language of Article 4 reflects what was originally voted.

Al, seconded by Brian, moved to recommend Article 4. The motion passed 4-1.

**ARTICLE 5: To see if the Town will vote to accept the provisions of H4105, "An Act Authorizing the Government Employers In The County Of Dukes County To Establish A Pooled Other Post -Employment Benefits Trust Fund," and vote to join the Trust, or take any action relative thereto.**

Bruce noted that the state has, as yet, taken no action on this. The towns, however, have.

Jonathan, seconded by Brian, moved to recommend Article 5. The motion passed 5-0.

### **Other Business**

Brian expressed an interest in continuing with his role on the Capital Improvements Community. Jonathan made a motion, seconded by Al, for Brian to continue with the CIC, which passed 4-0-1.

Greg would like to continue his role on the Community Preservation Committee. Al made a motion, seconded by Brian, for Greg to continue with the CPC, which passed 4-0-1.

**Future meetings**

Tuesday, June 15, 4:30 at the Public Safety Building.

There being no other business, a motion for adjournment was made and seconded. The meeting was adjourned at 5:55pm.

Respectfully Submitted,  
Nancy Rogers, Administrative Clerk