

**Tisbury Finance and Advisory Committee
6:30PM, Wednesday, March 19, 2025
by Zoom Cloud Conference**

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Present: Chair – Nancy Gilfoy, Louise Clough, Ruth Konigsberg, Rachel Orr, Louis Pashman, Allan Rogers,

Others: Town: Finance Director – Jonathan Snyder,

Moderator – Deborah Medders,

Harbor – Gary Kovack, Sarah Codding, Morgan Reitzas,

* TFC members late arrivals, early departures or absences.

Call Meeting to Order

- The Tisbury Finance and Advisory Committee (FinCom or TFC) was called to order at 6:34PM.

(Recorder's note: Discussions are summarized and grouped for clarity and brevity.)

Reserve Fund Transfer Request – Harbor

(See documents on file & 2/12/25 Minutes p.2-3.)

- The Tisbury Select Board (TSB) approved a Waterways Rights bylaw, so Harbormaster Gary Kovack was working to set the standard for the boating community. More Town-owned mooring balls and chains than anticipated were pulled for cleaning, painting and renumbering and some winter sticks (markers) needed replacement. Mr. Kovack had to adjust expenditure to cover the additional labor and materials which exceeded budgeted, as well as Embarkation (\$10,000) and Waterways (\$35,000) (non-taxpayer) funding. The Reserve Fund request was based on vendor projections—a \$700 residual would cover any variance. This was a good model for future budgeting (including the new Town moorings). The transfer was contingent on TSB approval.

ALLAN ROGERS MOVED TO AUTHORIZE THE TRANSFER \$11,166.74 FROM THE RESERVE FUND TO COVER THE HARBOR DEPARTMENT TOWN-OWNED MOORING MAINTENANCE; LOUISE CLOUGH SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS: ALLAN ROGERS—AYE, RACHEL ORR—AYE, RUTH KONIGSBERG—AYE, LOUIS PASHMAN—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.

Tisbury School Budget Discussion

- Reduction of the Tisbury School and Superintendent Shared Services budgets required votes from a number of school committees/Towns.

Discussion and Potential Votes on Budgets and Articles Previously Reviewed (See documents on file & below: Actions.)

During this discussion Finance Director Jon Snyder reported on the sources of the \$10,408,890 in Free Cash (see 3/12/25 Minutes p.1-2):

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- previous year carry over \$4,032,043;
- under-estimated local receipts \$4,078,136:
 - Rooms (short-term rental) collections \$871,000 over projections—increasing faster than estimate adjustments,
 - \$2,300,000 investment revenue from School bond—FY26 estimate reduced to normal because School bond funds were now spent,
 - additional car excise tax;
- State aid \$5,442 over projections;
- \$2,614,006 residual from unused budgeted funds—sources not yet known;
- \$43,372 transfers from over-budgeting;
- over-estimated Debt Exclusion -\$365,109.
- Since exceeding income would require drastic cuts late in the year, Mr. Snyder cushioned revenue projections to account for unforeseen circumstances and the chaotic economy.
- To reduce the override amount Town Counsel was crafting an article and/or ballot question to pay the \$370,000 Wastewater contribution from Free Cash.
- Although understanding the unpredictability of a tourist economy, the FinCom nonetheless pointed out that in calculating the levy limit:
 - the 5 year short-term rental average included the Covid pandemic years;
 - a revenue shortfall might be balanced by unspent budget residuals;
 - even the \$4,000,000 carry over was 10% of the Town operating budget;
 - intense discomfort requesting any override with \$10,400,000 in Free Cash.
- Some budgets were revolted as revised (see 3/12/25 Minutes p.2).
- The Select Board Budget (total \$472,271) changes included:
 - \$6,000 decrease in Department Head salary,
 - \$1,000 from Vehicle Maintenance,
 - \$3,500 from rentals/leases,
 - Zeroing out: Instruction/Training, Education, Seminars & Supplies,
 - \$1,500 from Travel.

The FinCom noted that new Town Administrator Joe LaCivita would require training in Massachusetts specific laws, regulations and procurement.

- In accordance with current status, the Select Board Other Budget (\$1,326,000) increased legal expenses from \$90,000 to \$120,000.
- *ALLAN ROGERS MOVED TO RECOMMEND APPROVAL OF THE FOLLOWING FISCAL YEAR 2026 DEPARTMENT BUDGETS AS REVISED:*
- **COUNCIL ON AGING DEPARTMENT #541,**
- **FINANCE AND ADVISORY COMMITTEE DEPARTMENT #131,**
- **SELECT BOARD OTHER #122,**

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*RACHEL ORR SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, RUTH KONIGSBERG—AYE, LOUIS PASHMAN—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.*

• *LOUISE CLOUGH MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING HARBOR DEPARTMENT WARRANT ARTICLE TO **ADD 35 NEW TOWN MOORINGS FOR \$100,000 AS PRESENTED****; ALLAN ROGERS SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, RUTH KONIGSBERG—AYE, LOUIS PASHMAN—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.*

- Installation would start in the Lagoon and Outer Harbor, and later Tashmoo.

• Spring St. house renovation costs were still in process.

• The Beach Road grant match article was now \$500,000 (see 2/19/25 Minutes p.5) of which the Massachusetts Hazard Mitigation Assistance would reimburse 75% (\$375,000). The work was to relieve 5-Corner flooding. The FinCom requested more information: scope of work, which project, etc.

• *LOUISE CLOUGH MOVED TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING WARRANT ARTICLE TO MATCH A GRANT FOR BEACH ROAD MITIGATION FOR \$500,000 AS PRESENTED; RACHEL ORR SECONDED; MOTION WITHDRAWN.*

• Before voting increases to Stabilization Funds the FinCom considered paying the Library renovation from Free Cash to save on bond interest and reduce the Town debt profile.

- (The FinCom budget was too small and spare to effect the override.)

• *LOUISE CLOUGH MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING FINANCE DEPARTMENT REVISED WARRANT ARTICLES TO:***

*- **DEPOSIT \$2,000,000 IN THE GENERAL STABILIZATION, AND***

*- **\$2,000,000 IN THE BUILDING & INFRASTRUCTURE STABILIZATION;***

*ALLAN ROGERS SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, RUTH KONIGSBERG—AYE, LOUIS PASHMAN—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.*

• Rachel Orr recused herself due to conflict of interest. The expanded Conservation position was reviewed (see 1/8/25 Minutes p.1-2).

• *ALLAN ROGERS MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING CONSERVATION DEPARTMENT WARRANT ARTICLE TO **EXPAND THE CONSERVATION AGENT POSITION FOR \$55,412 AS PRESENTED****; LOUISE CLOUGH SECONDED; MOTION PASSED **UNANIMOUSLY:***

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5 AYES, 0 NAYS, 0 ABSTENTIONS: ALLAN ROGERS—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.

- RACHEL ORR MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING WASTEWATER DEPARTMENT WARRANT ARTICLE ON THE COMPREHENSIVE WASTEWATER MANAGEMENT PLAN FOR \$60,000 AS PRESENTED**; ALLAN ROGERS SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.
- RACHEL ORR MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING BOARD OF HEALTH DEPARTMENT WARRANT ARTICLE TO COMPLETE THE TASHMOO TARGETED WASTEWATER MANAGEMENT PLAN FOR \$50,000 AS PRESENTED**; LOUISE CLOUGH SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE. (See 2/13/25 p.3.)
- ALLAN ROGERS MOVED TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING WARRANT ARTICLE ON THE WATER WORKS FISCAL YEAR 2026 CAPITAL ARTICLE AS PRESENTED; LOUIS PASHMAN SECONDED; MOTION WITHDRAWN.
- ALLAN ROGERS MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING WASTEWATER DEPARTMENT WARRANT ARTICLE ON THE WATER WORKS FISCAL YEAR 2026 BUDGET AS PRESENTED**; LOUIS PASHMAN SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.
- Later in the meeting: ALLAN ROGERS MOVED **TO RECOMMEND APPROVAL OF THE 2025 ANNUAL TOWN MEETING WASTEWATER DEPARTMENT WARRANT ARTICLE ON THE WASTEWATER FISCAL YEAR 2026 BUDGET AS PRESENTED**; RACHEL ORR SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS**: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.
- This was a housekeeping article enabling a 1972 law:
- ALLAN ROGERS MOVED **TO RECOMMEND APPROVAL OF THE 2025 SPECIAL TOWN MEETING WARRANT ARTICLE ON MASSACHUSETTS ABANDONED PROPERTY LAW AS PRESENTED**; LOUIS PASHMAN SECONDED; MOTION

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PASSED UNANIMOUSLY: 5 AYES, 0 NAYS, 0 ABSTENTIONS: ALLAN ROGERS—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.

- The Seasonal Communities Act (see: 10/24/24 Minutes p.4) contained some language that conflicted with other Massachusetts law, e.g. affordable versus year-round housing regulations, and Town employee preference versus Internal Revenue Service low income referrals. The Law came in 2 segments, an automatic State designation and a Town vote to accept the status. The FinCom requested further information (see below; Actions).
- **ALLAN ROGERS MOVED TO RECOMMEND APPROVAL OF THE 2025 SPECIAL TOWN MEETING WARRANT ARTICLE ON THE REVISED TOWN ADMINISTRATOR BYLAW AND THE REVISED PERSONNEL BYLAW AS PRESENTED;** LOUISE CLOUGH SECONDED; MOTION PASSED **UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS:** ALLAN ROGERS—AYE, LOUIS PASHMAN—AYE, LOUISE CLOUGH—AYE, RUTH KONIGSBERG—AYE, NANCY GILFOY—AYE, RACHEL ORR—AYE.

Letter in Support of Municipal Housing Trust

(See 3/12/25 Minutes p.4 * below: Actions.)

- A Community Preservation Committee (CPC) letter, as well as the relevant warrant article stated that further Municipal Housing Trust funding was contingent on some Trust action. In addition Affordable Housing Committee Chair Victor Cappoccia reported his Committee's frustration with the lack of activity in calling Trustee meetings (Chair Dan Seidman, 3 TSB members and 2 other appointees) or implementing plans. The FinCom discussed:
 - the value of CPC funding,
 - a positive tone aimed at spurring action, and
 - utilization of the Trust as a resource with good resident value.
- **ALLAN ROGERS MOVED TO AUTHORIZE A FINANCE AND ADVISORY COMMITTEE LETTER TO THE BOARD OF THE MUNICIPAL HOUSING TRUST IN SUPPORT OF THEIR WORK FOR TISBURY RESIDENTS;** LOUIS PASHMAN SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.

Approve Minutes 3/4/25, 3/5/25

- **RACHEL ORR MOVED TO APPROVE THE FOLLOWING MINUTES**
 - MARCH 4, 2025, AND
 - MARCH 5, 2025 AS AMENDED;

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ALLAN ROGERS SECONDED: MOTION PASSED 6 AYES, 0 NAYS, ABSTENTIONS AS ABSENT: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.

Committee Reports

(See documents on file & Minutes)

The presentation of the 20 year Comprehensive Wastewater Management Plan (CWMP) lacked a clear financial explanation. Funding was fluid because different options were available at different phases.

Future Meetings (See below: Meetings/Events, & Actions.)

- The joint TSB/TFC meeting was called to re-open the warrant, accept late filed articles and close the warrant. The articles would include shifts from the budget to Free Cash to reduce the override: Police cruiser, Other Post Employee Benefits (OPEB), Wastewater contribution, etc. as well as a new Information Technology (IT) request. Chair Nancy Gilfoy met with Town administration and told them FinCom was not happy about an override/Free Cash situation.
- Several TFC members would be away the first week of April.

Items Not Reasonably Anticipated by the Chair – None

Adjournment

- *RACHEL ORR MOVED TO ADJOURN AT 8:51PM; RUTH KONIGSBERG SECONDED; MOTION PASSED UNANIMOUSLY: 6 AYES, 0 NAYS, 0 ABSTENTIONS: ALLAN ROGERS—AYE, RACHEL ORR—AYE, LOUIS PASHMAN—AYE, RUTH KONIGSBERG—AYE, LOUISE CLOUGH—AYE, NANCY GILFOY—AYE.*

Appendix A: Meetings/Events

- **TFC/TSB – 4:00PM, Tuesday, March 25, 2025 – EMS/Zoom hybrid**
- Ballot/Override deadline – Tuesday, March 25, 2025
- **TFC – 6:30PM, Wednesday, March 26, 2025 – TBD**
- TFC Recommendation Deadline – Friday, March 28, 2025
- TSB signs Warrant 4/1/25
- STM/ATM – 7:00PM, Tuesday, April 29, 2025 Tis. Sch. Gym

Appendix B: Actions

Nancy – request FY24 budget turn-backs if possible.

Nancy – invite Municipal Housing Trust representative to FinCom meeting.

Nancy – invite Cyr's office, Laura Silber, or James Anthony re: Seasonal Communities vote.

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Appendix B: Actions (cont.)

Nancy/Rachel – contact Martina Thornton re: Town Admin. Bylaw.

Rachel – draft letter supporting request for Municipal Housing Trust action.

All – Please remember not to hit “Reply All”.

Future Agendas – Minutes: 3/12/25, 3/19/25

- Municipal Housing Trust Representatives

Budget Season Notes

- Request data on how much each Department turned back in FY24.
- Request projects for grant funding.
- Request capital projects.
- Attach budget/narrative modules to agendas.
- Request/demand foundational information, levy, free cash estimates, etc.
- include fee revenues (offsetting expenses) in budget interviews;
- ask departments to project 5 years of needs i.e. like a capital plan but on other factors—staffing, program changes, etc.

\$200,000 FY25 Reserve Fund spending tally – Balance: \$143,833.16

- 12/11/24 – Accounting - \$40,000 – Ongoing Consultants

- 3/12/25 – FinCom - \$5,000 – Purchase Services Overage

- 3/19/25 – Harbor - \$11,166.74 – Town-owned Mooring Maintenance

Appendix C: Documents on File

- Agenda/Gilfoyle cover email (2 p.) 3/19/25
- Request for Transfer from the Reserve Fund 3/14/25
- Town Meeting Articles as of 3/14/25...(2 p.)
- Article Submission Form, Annual Town Meeting – Article 30 Fiscal Year 2026
Operating Budget
- Revised, Article, Beach Road Flood Mitigation (2 p.) 3/12/25
- Tisbury Water Works, Warrant Articles for Town Meeting, FY2026,
Article #1... 1/19/25
- Tisbury Water Works, Warrant Articles for Town Meeting, FY2026,
Article #1... 3/4/25
- Tisbury Water Works, FY2023 – Budget Requests (9 p.)
- Article Submission Form – ATM – Adopt Massachusetts Abandoned Property
Law 2/20/25
- Article, To Accept Massachusetts General Law Seasonal Community
Designation 3/12/25
- Revised, Article XXX, Town Administrator (5 p.) 3/12/25
- Proposed Personnel Bylaw Amendment 2/24/25
- Delete in its entirety section 5 (3 p.)... 3/12/25

continued >

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Appendix C: Documents on File (cont.)

- Gilfoy email re: MVRHS School Building Committee Meeting Tuesday, March 18, 2025 5:30PM, (2 p.) 3/16/25
- Chat: Deborah Medders 13:00 Good evening, everyone....
Deborah Medders 01:47:04 Good night, All.....
<https://us02web.zoom.us/rec/share/zk8-Aia1uKIlu-ItgV0RqQiimB1mGXBJ65R9hYhQUcUdGnZKcw72a-rgYCzcLm9.zE4t9LKmsY1VIQhz>
Passcode: dP8g%Qt8

Nancy Gilfoy – Chair

Date

Minutes approved as amended 4/16/25