

**FINANCIAL ADVISORY COMMITTEE
MAY 23, 2018**

PRESENT: PAULO DEOLIVEIRA, (CHAIR), ROBBIE COAD, JIM CARTER, LES BAYNES, STEVE JORDAN, MORT FEAREY, DONNA LOWELL-BETTENCOURT, JANE CHITTICK (ALTERNATE)

OTHER: DAVID THOMPSON (WASTEWATER); HARALD FINDLAY, ALEX TORRES, JANE VARKONDA (AIRPORT COMMISSION); PAM DOLBY

MR. DEOLIVEIRA CALLED THE MEETING TO ORDER AT 4:00PM.

THE COMMITTEE REVIEWED THE CHAPTER 77 TRANSFER REQUEST FROM THE WASTEWATER DEPARTMENT; THE TRANSFER REQUESTED WAS FROM SALARIES TO EXPENSE IN THE AMOUNT OF \$48,000. THE FAC ASKED MR. THOMPSON TO EXPLAIN WHY HE NEEDS SUCH A LARGE TRANSFER. MR. THOMPSON STATED THAT THE WW DEPT. HAS ASKED FOR TRANSFERS BEFORE; THIS TIME IT'S BECAUSE THEY WERE GIVEN A LINE ITEM IN THE SALARY BUDGET FOR A CHIEF OPERATOR POSITION. MR. THOMPSON HIRED SOMEONE FOR THE JOB BUT THAT PERSON LEFT SHORTLY AFTER BEING HIRED AND THE POSITION HAS REMAINED VACANT. HE SAID THAT HE ATTEMPTED TO MODIFY THIS LINE ITEM FOR HIS FY19 BUDGET, BY SEPARATING IT INTO TWO LINE ITEMS FOR TWO JUNIOR OPERATORS, ONE OF WHOM HE WOULD LIKE TO BE ABLE TO PROMOTE. HIS REQUEST WAS NOT REFLECTED IN HIS FY19 BUDGET. MR. CARTER ASKED WHAT CAUSED THE OVERAGES IN THE SPECIAL SERVICES LINE ITEM; MR. THOMPSON REPLIED, OUTSIDE LAB WORK, AN INCREASE FROM 2 TO 4 SLUDGE TESTING PANELS AND SUPPORT CONTRACTS THAT EXCEED INSTRUMENT CALIBRATION, TO NAME A FEW. MS. CHITTICK ASKED ABOUT THE OFFICE SUPPLIES LINE ITEM. MS. DOLBY THEN MADE A SUGGESTION THAT SHE AND THE TOWN ACCOUNTANT SHOULD SIT DOWN AND REVIEW THE WASTEWATER BUDGET FOR FY19 AND MAKE CHANGES BASED ON THIS DISCUSSION SO THERE'S NOT EXTRA MONEY IN SALARIES ACCOUNTS, SHE ALSO SUGGESTED THAT THE DEPARTMENT TIGHTEN UP THEIR SPENDING, PARTICULARLY IN THE AREA OF OFFICE SUPPLIES.

MR. DEOLIVEIRA ASKED MR. THOMPSON IF HE HAD ANYTHING TO ADD. MR. THOMPSON STATED THAT IT'S HARD TO FORESEE WHAT THE POWER BILLS WILL END UP BEING FOR JUNE AND HE HAS A COUPLE \$20,000 INVOICES COMING IN; HE ALSO WANTS TO PURCHASE A GENERATOR FOR THE DUNHAM RD. PUMP STATION AS HE IS CURRENTLY RENTING ONE FROM OAK BLUFFS FOR \$1500/MONTH. MS. DOLBY ASKED THAT MR. THOMPSON CONTINUE TO RENT THE GENERATOR UNTIL AFTER JULY 1, AS MONEY IS EXTREMELY TIGHT THIS YEAR AND THE NEW GENERATOR CAN WAIT. MS. LOWELL-BETTENCOURT SUGGESTED THAT THE DEPT TIGHTEN UP THEIR SPENDING FOR THE REMAINDER OF THE FISCAL YEAR, AND SUGGESTED GIVING MR. THOMPSON HALF THE AMOUNT REQUESTED, \$24,000. MR. THOMPSON CAN RETURN IN JUNE IF HE NEEDS MORE, BUT THIS ALLOWS THE FAC MORE OVERSIGHT OF THE FUNDS. SHE ADDED THAT IT'S IMPORTANT FOR THE FAC NOT TO DISTRIBUTE MONEY INDESCRIMINATELY. MOTION PLACED ON THE FLOOR BY MS. LOWELL-BETTENCOURT TO TRANSFER \$24,000 FROM WASTEWATER SALARIES TO THE OPERATING BUDGET, MR. JORDAN SECONDS. DISCUSSION: MR. THOMPSON STATED THAT THE ACCOUNTANT GETS NERVOUS WHEN HE GETS CLOSE TO THE RED. MS. LOWELL-BETTENCOURT SAID THERE'S ROOM IN THE BUDGET TO MAKE IT WORK AND IF HE COMES UP SHORT, HE CAN ALWAYS COME BACK IN JUNE FOR THE REST. VOTE TAKEN, 6-0 IN FAVOR, MR. FEAREY ABSTAINS.

MR. DEOLIVEIRA CLARIFIED HOW TO MODIFY THE REQUEST LETTER. MS. DOLBY SAID TO CHANGE THE AMOUNT TO \$24,000 BY HAND AND INITIAL IT.

MR. TORRES, MANAGER OF THE AIRFIELD, ADDRESSED THE FAC TO REQUEST A TRANSFER OF \$1,200 FROM THE RESERVE FUND TO THE AIRPORT OPERATING BUDGET, TO PURCHASE A FUEL DISPENSER

HOSE TO REPLACE THE EXISTING ONE THAT IS OVER 20 YEARS OLD. MS. DOLBY ASKED FOR A BREAKDOWN OF THE COST BECAUSE SHE HAS HEARD THREE DIFFERENT PRICES FOR THIS HOSE. MR. TORRES PRESENTED THE QUOTE. MR. DEOLIVEIRA MENTIONED THAT THE QUOTE INCLUDES SALES TAX, WHICH THE TOWN DOES NOT PAY. THE REQUEST WAS MOTIONED AND SECONDED. NO FURTHER DISCUSSION, VOTE TAKEN AND APPROVED UNANIMOUSLY, 7-0.

MS. DOLBY INFORMED THE FAC THAT SHE NEEDS WHATEVER MONEY THEY CAN SPARE TO COVER END OF THE YEAR COSTS, MOSTLY RESULTING FROM LEGAL FEES AND THE PAYOUT STRUCTURE FOR THE RETIRED POLICE CHIEF. MR. FEAREY REQUESTED THAT THE FAC BE PROVIDED WITH A BREAKDOWN OF THE LEGAL FEES INCURRED. MS. DOLBY SAID SHE WOULD HAVE HER ASSISTANT PUT ONE TOGETHER. MR. CARTER ASKED IF MS. DOLBY WAS GOING TO BE ABLE TO MAKE IT WORK FOR THE END OF THE YEAR; SHE REPLIED YES, BUT THAT IT'S FURTHER COMPLICATED BY THE NEED TO PAY THE NEW TOWN ADMINISTRATOR.

MS. LOWELL-BETTENCOURT ASKED IF THE POLICE EVER ADVERTISE FOR SHORT-TERM WORK TO HELP MINIMIZE OVERTIME. MS. DOLBY SAID SHE DID NOT KNOW THE ANSWER TO THAT BUT IT WAS A QUESTION WORTH FOLLOWING UP ON.

MR. CARTER ASKED ABOUT THE POLICE PRESENCE ON SOUTH BEACH. MS. DOLBY SAID THAT'S THE COUNTY; THE POLICE DEPT. REMOVED THEIR REQUEST FOR FUNDING FOR THOSE POSITIONS TO BE FUNDED THROUGH THE EPD, SHE WASN'T GIVEN A REASON WHY, SHE WAS JUST TOLD THAT MONEY WAS NO LONGER NEEDED.

THE FAC DISCUSSED THE RETIREMENT OF CHIEF ROSSI AND HOW THE TOWN WILL FUND THE PAYOUTS TO NEXT YEAR'S RETIREES; HALF THE MONEY WILL COME FROM FY19 AND HALF WILL COME FROM SPECIAL TOWN MEETING NEXT SPRING.

THE FAC APPROVED PAYROLL.

THE FAC WAS NOT PREPARED TO APPROVE THE 2/21/18 & 4/18/18 MINUTES, THEY WILL TAKE MORE TIME TO REVIEW AND APPROVE THEM AT THE NEXT MEETING.

THE NEXT MEETING WAS SET FOR JUNE 20, 2018.

THERE BEING NO FURTHER BUSINESS, THE MEETING ADJOURNED AT 4:45PM.

RESPECTFULLY SUBMITTED, JULIET MULINARE, ASSISTANT