

Minutes
Warrant Committee 2020
1st Meeting
Monday, February 10, 2020

I. Call to Order/Roll Call: 7:03 pm by Chairman Libby; 21 sitting members, with 14 voting members present (basic majority is 8 or more)

Present: J. Berberian, S. Boucher, D. Karlson, R. Gladstone, M. Good, M. Handwerk, E. Henry, M. Kelly, S. Libby, C. Smith, K. St. Germain, L. Sweet, M. Tadenev, M. J. Whitney; **Absent:** S. Dyer, W. Murphy; **Absent Excused:** B. Chaplin, J. Kelly, A. Kendall, W. Matteson; **Present but not at roll call:** J. Kitler (arrived 7:05pm)

II. Approve Agenda

Mr. Boucher moved and with a second, motion was approved to accept meeting agenda.

Motion approved unanimously (14 Yes, 0 No).

Mr. Kitler arrived, increasing voting members present to 15.

III. Public Comment

No public comment.

IV. Membership

With recent resignation of Ms. Chappell from Warrant Committee, a notice of vacancy on Warrant Committee was placed in The Islander newspaper. Currently, one application has been received. With the nomination committee meeting shortly, Chairman Libby moved, and with a second, Vice Chair Berberian will fill-in as General Government Subcommittee Chair during the nomination committee selection of candidate.

Motion approved (14 Yes, 0 No, 1 Abstain).

Ms. Karlson asked the General Government Subcommittee to briefly meet after this meeting.

V. Approve Minutes

Draft minutes for meetings on June 24, 2019 and September 4, 2019 were electronically provided to members prior to this meeting. Mr. Good moved and Chair Libby seconded approval of both meeting minutes.

Motion approved unanimously (15 Yes, 0 No).

VI. Legal Authority, Responsibility, and Limitations

Chair Libby discussed the legal authority of the Warrant Committee, and asked all members to read the by-laws and charter for the Warrant Committee. Chair Libby also briefly described the Warrant Committee's ability to research, question, opine, and make recommendations, as well as established open meeting and Freedom of Access Act discovery aspects with the Warrant Committee.

VII. Meeting Schedule

Chair Libby reminded members that the meeting schedule will proceed in same order as in past years. Subcommittee Chairs should notify Sharon Linscott of scheduled subcommittee meetings as soon as possible.

VIII. Budget Status, Overview, Layout, Format, and Capital Improvement Program

Town Manager Knight discussed this year's Town budget and related binders which are provided to all Warrant Committee members. Proposed FY 2021 municipal budget would increase property taxes by 1.5% (\$50 tax increase on median home value of \$286,700). Knight further discussed the layout and format of the budget binders, including examples of using binder's formats and charts. Additional discussion included:

- Several charts provide additional information for budget line items, as well as additional information provided with the specific budget line citation
- Section 4 cruise ship revenues down slightly
- Section 5 parking meter fund has an added color coded format for ease to understand specific FY'21 funding/expenses; Parking Meter Fund will be reviewed by Protections Subcommittee
- Cooperating Agencies budget impacts adjusted for inflation
- School budget will be discussed at their meeting tonight, and there may be some additional changes (to this budget) shortly.

IX. Subcommittees

Chairs are reminded to set meeting times for their subcommittee. Vice Chair Berberian discussed her perspective with subcommittees (as a member of both Warrant Committee and Charter Commission). Berberian questioned if this is something we do not have to do in the future, and have department heads meet just with the full Warrant Committee, which will help minimize number of meetings and repeating of information. Vice Chair Berberian wants to have this conversation (with full Warrant Committee input), and while she is not for or against the issue, there is a need to see if we can save time with meetings.

Additional discussions included:

- Allotted time is scheduled for both subcommittee and full committee meetings for this year's efforts by Warrant Committee
- Full Warrant Committee relies too much on the subcommittees, and members need to address all issues
- This is what our by-laws are for, to manage these problems
- Subcommittee helps to flush-out the school issues
- Warrant Committee has least impact over school budget, which is federally mandated and closely managed by several school officials
- Warrant Committee does play a role in what questions are asked (regarding school budget), and we are another set of eyes with budget review
- Subcommittee discussions directly with Town staff provide greater detail and discussion of the budget (than if Town staff met with full Warrant Committee)
- Full Warrant Committee should have the power to form subcommittees
- School budget is complicated (and always in flux until the very end) and should continue to be a responsibility of the Warrant Committee
- How many of the members of the Charter Commission previously served on the Warrant Committee? Answer: 3
- Subcommittees create more transparency with their presentations to the full Warrant Committee
- Current subcommittees have subject matter experts which add value to the subcommittee's efforts

X. Other Business

No other business was discussed.

XI. Adjournment

There being no further business, meeting adjournment was moved by Mr. Good and seconded by Mr. Boucher, and unanimously approved. Meeting adjourned at 7:35 pm.

Michael Handwerk

Secretary, Warrant Committee

WC/MWH

Draft: 02-19-20

Final: 02-24-20