

Present: Frank M. Fenner, Jr., Warren M. Doty, J. B. Riggs Parker, Tim Carroll, Jonathan Revere, Jack Shea, Dick Sullivan, Tom Wilson, Melanie Becker, Frank Yeomans, Richard Williams, John Maloney, Frank LoRusso, Isaiah Scheffer, Jeffrey Lynch.

Meeting called to order in the Community Center Front Room at 7:33 PM.

Minutes of October 21st approved as corrected.

Audit Exit Report

Dick Sullivan made his report on the audit of the FY2008 financials. He told the Selectmen that the GFO calls 5 to 10 % a good amount to have in remaining funds balance. The town has 9%. He called the budget process and the management of expenditures decent. He complimented the town for not using savings to pay for annual operations. He called the balances of the CPA funds and Stabilization good for a town our size. He commented that the GFO recommends between 5 and 8 % for debt service.

Mr. Sullivan said he liked what he saw. He said that this mirrored good performance in FY2007 and that Chilmark was doing better than similar communities that he dealt with off island. Mr. Sullivan said that this was a pretty good report card for the town.

Mr. Sullivan told the board that Powers & Sullivan had taken extra effort to test the internal controls the town has in place because of the accountant changing his presence in the office and working part of the time from home. He said he found nothing wrong and did not need to ask for any corrections. He commended the Treasurer and Accountant's performance.

He noted that the only new comment in the report was about GASB50 (pertaining to membership in a county retirement system). He said that Chilmark had an Unqualified/Clean Opinion on our financials.

Mr. Doty asked about GASB45. Mr. Wilson said that it would be implemented in 2010. Mr. Yeomans asked about joint venture. Mr. Sullivan said that neither the Dukes County Retirement Board or Dukes County were considered "joint ventures".

Mr. Sullivan then presented the Management Letter. He noted the regional approach to the GASB45 requirements for information only.

He said that the fiscal policies and procedures for the Accountant and Treasurer were looking good. He said that this should address other financial departments in the future for their day to day operations.

He reported on the Fraud Risk Assessment saying that it focused on where funds could be at risk. He called out the handling of cash as the biggest exposure and identified the harbor, beach stickers, treasurer and accountant's offices as possible exposures. He called for the Selectmen to approve the draft procedures in the future.

He discussed modifying the Disaster Recovery Plan so that it had a listing of who to call for recovery. He described it as something that could be taken off the shelf by anyone to pickup the pieces after a disaster.

Mr. Fenner asked if there was any problem using CPA funds for multi year projects. Mr. Sullivan said no.

Mr. Wilson commended the financial team for its good work. Mr. Sullivan commended the financial team, the Finance Committee and the budget review committee for a job well done.

Mr. Yeomans asked who wrote the text in the reports. Mr. Sullivan said that the GFO provides standard templates for auditors to use. Mr. Yeomans complained that page 7 was incorrect regarding the capital plan and 5 year capital plan. There was discussion. Mr. Fenner said that he understood Mr. Yeomans comment, but that this financial report shows the town is in a good financial position.

Mr. Parker moved and Mr. Doty seconded a motion to accept the Audit Reports. SO VOTED: Three Ayes.

Mr. Sullivan, Mr. Wilson and Mr. Yeomans departed to catch the last ferry.

FY2010 Budget

The Selectmen and Fincom members present discussed adopting a position regarding increases going into the FY2010 budget process. Mr. Fenner suggested that we ask that everyone for a zero increase in their budget requests and then for the budget committee to be creative. Mr. Williams asked what was happening on the revenue side. It was discussed that fees at the beach and harbor could go down. Mr. LoRusso said that we should cover any contractual increases.

Mr. Doty moved and Mr. Parker seconded a motion to request level funding from regional agencies (zero increase) over FY2009. SO VOTED: Three Ayes.

Mr. Doty moved and Mr. Parker seconded a motion to level fund town departments, meaning a request for \$0 increase over FY2009. SO VOTED: Three Ayes.

Vacation Leave

The board heard a request to extend expiration of the earned vacation leave for all employees to December 31st 2008. Mr. Parker said that this would be automatic in the new personnel bylaw. Mr. Doty moved and Mr. Parker seconded a motion to extend the expiration of all employees' vacation leave earned to December 31st 2008. SO VOTED: Three Ayes.

Shellfish Department

Mr. Doty moved and Mr. Parker seconded a motion to appoint Jeffrey Lynch Assistant Shellfish Constable on the recommendation of the selection committee. SO VOTED: Three Ayes. Mr. Carroll asked if there was anything different the board would like to have in the employment letter. The board did not direct any changes.

Shellfish Constable Isaiah Scheffer reported on the commercial bay scallop season in progress. He said that 24 people fished today.

Conflict of Interest

Mr. Doty moved and Mr. Parker seconded a motion to grant Special Legal Counsel Eric Wodlinger permission to represent Leslie Prosterman of 19 Eliot Ave. concerning permits and zoning relief which may be needed in connection with an addition and renovation. SO VOTED: Three Ayes.

Fog Lines

The Selectmen received a petition of twenty-four residents requesting that fog lines be painted along North Road for the safety of the traveling public. Mr. Doty moved and Mr. Parker seconded a motion to pay to have fog lines painted on North Road from the West Tisbury line to the Menemsha Cross Road from Selectmen's Maintenance. SO VOTED: Three Ayes.

Tri Town Ambulance

The Selectmen received a request from the Tri Town Ambulance Committee dated October 31st to appoint Robert A. Bellinger, Jr. as the Advanced Life Support Supervisor. Mr. Doty moved and Mr. Parker seconded a motion to make the appointment requested by the Tri Town Ambulance Committee. SO VOTED: Three Ayes. The board sent its welcome to Mr. Bellinger.

Personnel Board

Mr. Doty moved and Mr. Parker seconded a motion to approve the position description for the ALS Supervisor as requested by the Personnel Board. SO VOTED: Three Ayes.

Cemetery Commission

The board received a request to appoint Albert “Stan” Mercer as the Veteran’s Graves Officer from the Cemetery Commission. The Commission also advised the Selectmen that the Superintendent Basil Welch had informed the commission that he was retiring effective January 1st 2009 after 23 years.

Mr. Doty moved and Mr. Parker seconded a motion to appoint Albert Mercer the Veterans’ Graves Officer for the Town of Chilmark. SO VOTED: Three Ayes.

The Selectmen discussed the loss of Mr. Welch as Superintendent. The board directed Mr. Carroll to work with the Cemetery Commission to address the position vacancy and recognition of Mr. Welch’s service to the town.

Community Center

A request from Lorna Ashe for a rental waiver to hold a fund raiser for a person in LA was discussed. The Selectmen agreed that their intentions were admirable but questioned the connection to our community. They declined to allow the event as it did not fit the local sponsorship criteria.

The request of local artisans and residents to hold a flea market from 9 AM – 2 PM on December 6th 2008 was moved by Mr. Doty and seconded by Mr. Parker at the rate of \$140 with a cleaning deposit of \$50. SO VOTED: Three Ayes.

Split Rail Fences

Mr. Doty asked that the split rails at North Road and the Menemsha Cross Road be repaired. Mr. Carroll asked if it could wait until after the snow plowing season. Mr. Fenner suggested removing the broken end posts and neatening up the rails for now, with replacements to be installed in the spring. The board agreed to ask the Library to fix their split rail fence.

Road Flaggers

Mr. Parker requested labor counsel research if this was possible under our labor agreement with the police association. Mr. Doty moved and Mr. Parker seconded a motion to pursue flaggers in place of police details where allowed. SO VOTED: Three Ayes.

Resignation of Christina Soulagnet

The Selectmen regretfully accepted the resignation of Christina Soulagnet from the position of Administrative Assistant to the Planning Board and Housing Committee.

Farm Committee

Mr. Carroll asked the board about revitalizing a farm committee to support farming in town. Mr. Parker proposed a meeting of farmers to discuss. Mr. Carroll will contact local farmers to see if there is interest to attend a January 23rd meeting.

Meeting adjourned at 9:20 PM.