

Chilmark Select Board June 20, 2023 5:00 PM Meeting Minutes

Present remotely: Select Board Chairperson Bill Rossi, James Malkin and Marie Larsen. Others: Tim Carroll, Police Chief Slavin, Harbormaster Rossi, Margaret Maida, Ann Wallace, Sergio Modigliani, Pam Bunker, Adam Petkus, Sarah Smith, D. Barnes, Diana DeBlase, DA Galibios, Suellen Lazarus, Clark Goff, Susan Murphy, Seth Karlinsky, MVT agent

At 5:00 PM Chairperson Rossi called the meeting to order on the Zoom platform.

Chairperson Rossi introduced the District Attorney Rob Galibios who is here to give us an update. DA Galibios said The District Attorney's Office took office on January 4th of this year and appointed Jessica Elumba as the first female first assistant district Attorney. She is the first woman to hold the position in the office's history. Under her leadership, the office installed vertical prosecution and created an unsolved homicide unit. The office has started a de-inclusion committee led by Anjali Scott Price with the goal of creating an annual report on case handling by the end of the year. The DA discusses the creation of a mental health court on Martha's Vineyard, which will likely be up and running this summer.

Jimmy Zisson joined the meeting 5:06 PM

DA Galibios said we needed office space and Edgartown Police Department opened a space and the DA office hired someone 8:00 AM -1:00 PM 5 days a week 2nd floor at EDG Police Department. DA Galibios said the Recovery court / AKA drug court is heading in the right direction for MV. Also Children's Cove interviewing on MV rather than having to come to the Cape.

Michelle O'Connor joined the meeting at 5:08 PM

Mr. Malkin said about 1 year ago he met Mr. Galibios at WT Field Gallery. Mr. Malkin said all the things that DA Galibios said he would do, he has done. Chairperson Rossi said to DA Galibios, great job so far. Marie Larsen said she is grateful for efforts on behalf of women too.

Chairperson Rossi said at this time he would like to allow for Jimmy Zisson to speak about his appeal for getting an annual slip. Mr. Zisson thanked the Select Board for allowing to speak. Mr. Zisson gave history of his Chilmark connections from 1967.

At 5:22 PM Miles joined the meeting

Chairperson Rossi said the Harbor Advisory Committee submitted their recommendation to support the original adherence to the Harbor regulations and deny appeal. Mr. Malkin moved to deny appeal. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Mr. Zisson said thank you for allowing me to speak and for your time.

CTAC CCC Pilot Program for Surf lessons - recommendation from Beach Committee:

Chairperson Rossi said he received a letter from Beach Committee Chairperson Clarissa Allen. The Letter said she is in favor for this season but not beyond. Mr. Malkin said the Summer Program put in lots of work into this pilot and appreciate that. But with surf lessons, he has growth concerns on town beach. Second concern understaffed at beaches.

Surf Lesions Pilot Continued...

Third concern is town counsel opposed due to liability. Advise not to permit past (pilot) trial period. Ms. Larsen said she agrees with these points.

Chairperson Rossi asked for CTAC to talk about the surf pilot. Suellen Lazarus said we presented this pilot program to Select Board April 4th and have opened up registration so we have people signed up. Ms. Lazarus said we have liability insurance and will get additional insurance added and Miles (instructor) is also insured.

Ms. Lazarus said the CTAC looked to expand our program, seemed a good addition to programming. Already see paddle boards and kayaks in all sorts of Chilmark waters. Ms. Lazarus said we would like to offer swimming lessons, but we settled on this pilot program. Ms. Lazarus said it's a little crushing that you are already not supporting this program. Miles discussed the pilot program. Ms. Larsen said her biggest concern is liability to the town. Susan Murphy said she was a swimming instructor for CCC years ago, and bringing lessons back would be more inline. Michelle O' Connor agree with Susan Murphy.

Chairperson Rossi recommended we allow the 2 week trial period (pilot) and revisit topic in the fall. Ms. Lazarus said thank you.

Interview of Town Accountant applicant - Sarah Smith:

Chairperson Rossi said Sarah Smith has been working in town hall assisting Treasurer since September.

Troy Lawson joined the meeting at 5:49 PM

Ms. Larsen said she conducted interview with Sarah and was happy to hear what she had to say and have worked with her for 16 years. Mr. Malkin asked if Ms. Smith would keep treasurer role at Gosnold (AKA Cuttyhunk) Ms. Smith said yes. Mr. Malkin said it is great that you are joining us. We need a team effort and seems you bring that to the town hall.

Town Treasurer D. Barnes said she supports this hire. D. Barnes said Ms. Smith has a lot of skill, she was assisting me at town hall here and was over qualified. Great access to help train new finance clerk. Really looking forward to her joining.

Chairperson Rossi said we have a real pressing need to have someone start ASAP as town Accountant and asked for a motion. Mr. Malkin moved to appoint Sarah Smith as Town Accountant. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Mr. Carroll said this is a step and grade position. Mr. Carroll also said Ms. Smith would like 4 days a week in the future. 40 hours a week for first 3 months.

Chairperson Rossi said we need to get a finance clerk to assist Treasurer ASAP (this is position that Ms. Smith held). Mr. Carroll said we will look at the structure of that position. Mr. Carroll supported temporary hire like a consultant, then decide on position. Mr. Malkin said sooner than later on that.

Regional Building Inspector:

Chairperson Rossi said we voted to hire Adam Petkus at our last meeting. We are here now to vote to approve draft MOU with Aquinnah. IMA (inter-municipal agreement). Mr. Petkus gave a brief explanation of the plan for Building Department for Chilmark and Aquinnah.

Tim Carroll screen shared draft IMA

Mr. Petkus said he will start work for Chilmark and Aquinnah July 5, 2023.

Mr. Malkin moved to approve draft with the legal counsel updates to IMA agreement. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Police Department Appointments

Tim Carroll screen shared list of Police department employees

Police Chief Slavin was present to support his recommended employee list.

Full-time Chilmark

Chief Sean Slavin
Sgt. Garrison Vieira
Det. Jesse Burton
Ofc. William Fielder
Ofc. Elizabeth Rogers
Ofc Michael Dullea

Full-time Aquinnah

Chief Randhi Belain
Sgt. Paul Manning
Det. Steve Mathias
Ofc. David Murphy

Special Officers Chilmark

Timothy Carroll
Bret Stearns
John M Collins
Matt Bradley

Traffic Officers Chilmark

Brian Kennedy

Full-time West Tisbury

Chief Matthew Mincone
Lt. Matthew Gebo
Sgt. Bradley Cortez
Sgt. Jeremy Rogers
Det. Nikolaj Wojtkielo
Ofc. Connor Bettencourt
Ofc. Dan Durawa
Ofc. Mark Nickowal
Ofc. Bradley Fielder

Malkin moved to appoint the police department employee list as updated by Chief Slavin. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Planning Board appointment list: reappointment of the following Board members as representatives to the listed Boards/Committees:

- o Community Preservation Committee: Catherine Thompson
- o Site Review Committee: Janet Weidner and Peter Cook and other Board members asneeded

Planning Board appointments Continued...

Squibnocket Pond District Advisory Committee: Rich Osnoss with Peter Cook as alternate

- o MV Land Bank Town Adv. Board: Peter Cook
- o Molly Flender Affordable Housing Committee: Janet Weidner
- o Menemsha Septic System & Comfort Station Committee: Hugh Weisman
- o Peaked Hill Pastures RFP Committee: Rich Osnoss & Peter Cook

Mr. Malkin moved to approve the Planning Boards assignments. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Mr. Carroll said we have received requests from existing committee and board members to be reappointed and we have some new community members as well. *Tim Carroll screen shared the list he compiled for appointing.*

Harbor Advisory Committee:

Deborah Hancock

Andrew Goldman

Jeffrey Maida

Wayne Iacono

Susan Murphy

Fred Khedouri

Wes Brighton

Ryan Rossi – ex officio Harbor Master Jim

Malkin – ex officio Select Board

Mr. Malkin moved to appoint HAC as presented. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Ms. Larsen asked for clarification: ex officio has no vote. Mr. Malkin said correct.

Beach Committee:

Clarissa Allen

Wayne Iacono

Margaret Maida

Alison Parry

Waiting on request from Jennifer Wlodyka but believe she wants to continue.

New offer to serve – Annie Rudner

Chairperson Rossi recommended reappointing all 5 members and adding Ms. Rudner as well.

Ms. Larsen moved this recommendation and appointments to beach committee. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Energy Committee:

Jerald Katch (monitoring landfill Solar Arrays)

Hugh Weisman

Stephen Lewenberg

Rob Hannemann

Mr. Carroll said after this list was printed Michael Jacob asked to be re-appointed.

Mr. Malkin moved to appoint these members including Mr. Jacob. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Molly Flender Affordable Housing Trust:

Select Board Member – Bill Rossi

Planning Board Member – Janet Weidner

FinCom Member –

Housing Committee Member –

At Large Member – this is to be
appointed by Select board

Mr. Malkin moved Mr. Rossi & Ms. Weidner to committee and noted we need to have
vacancies filled. Ms. Larsen seconded. **SO VOTED: 3 Ayes**

Harbormaster Rossi said you already voted the HAC but how about Brodrick to be added. Mr.
Carroll said have them send email to Select Board to be appointed at their next meeting.
Susan Murphy FinCom Chairperson said this is the first she knew of a Fincom member is
assigned to MFAHT. Mr. Carroll said Bruce Golden had served in the past as the Fincom rep.
this position will be discussed and voted at July Fincom meeting.

Howes House Building Committee (WT):

Marie Larsen

Mr. Malkin thanked Ms. Larsen and moved appointment. Chairperson Rossi seconded the
motion. **SO VOTED: 3 Ayes**

Housing Committee:

Tim Carroll said Bill Rossi, Ann Wallace have indicated wanting to be reappointed. Mr. Carroll
said there are vacancies to fill on this committee.

Mr. Malkin asked for list of vacancies to be posted to website as news and announcement and
hopefully we can fill vacancies at our next meeting.

Mr. Malkin moved to approve appointing Ann Wallace and Bill Rossi. Ms. Larsen seconded the
motion. **SO VOTED: 3 Ayes**

Human Resource Board:

Mr. Carroll said he received requests from both Jennie Greene and Don Leopold to be re-
appointed. Mr. Malkin moved to approve appoints of both. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Ms. Murphy said the Employee Representative needs to be elected to the HRB. Ms. Murphy
noted this has been vacant for years, since Chuck Hodgkinson retired. Susan said she is willing
to serve in the position. Ms. Murphy asked when the nominations and election would be
completed. Ms. Larsen said she spoke with Jennifer Christy who said she is willing to help pull
this together.

Conservation Commission:

Chris Murphy - 2026

Pam Goff retiring at end of her term 2023.

Sarah Khedouri – former Associate Commissioner

Jane Rabe

Gary Mottou

Conservation Commission Continued...

Mr. Carroll said the recommendation is to move Ms. Khedouri from associate member to full member and make both Mottou and Rabe associate members.

Mr. Malkin moved to appoint as recommended. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Chilmark representative Center for Living Board:

Martha Solinger

Mr. Malkin moved to appoint Ms. Solinger. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Mr. Malkin said after reviewing the list would like to vote in the remaining appointments as listed. Ms. Larsen moved to approve and appoint everyone who has asked to be appointed that is listed here.

Tim Carroll screen shared the remaining appointments.

Park & Recreation Committee

Julie Flanders

Andrew Goldman

Jane Slater

Jim Malkin

Tim Carroll

Community Center Advisory Committee

Linda Coutinho – member at large

Bill Rossi – Select Board

Zoning Board of Appeals

Joe Chapman – Alternate

Fred Khedouri - Alternate

Board of Registrars

Kim Manter 2026

MV Land Bank Town Advisory Board

Jim Malkin

Tri Town Ambulance Committee

Marie Larsen

Community Preservation Committee

Select Board Member –

At Large Member -

MVTV Board -

Site Review

Select Board Member –

Dukes County Advisory Board

Select Board Member –

MV Shellfish Group Board -

Joint Transportation Committee

Keith Emin

Cable TV Advisory Committee

Tim Carrol

Town Employee Staff List:

Mr. Carroll screen shared staff his recommended appointments

Accountant	Sarah Smith
Financial Clerk	<i>Vacant</i>
Administrative Assistant to Office of Selectmen IT Support – stipend	Diana DeBlase Diana DeBlase
Board Administrator A	Allison Kisselgof
Board Administrator B ConCom/Cem/CPA/SBHR Conservation Officer (Stipend)	Carolyn Stoeber Kara Shemeth – <small>indefinite LOA</small>
Assistant Assessor	Pamela Bunker
Administrator/Inspector to BOH Burial Agent Perc Test Inspector	Anna McCaffrey Anna McCaffrey Anna McCaffrey
Administrative Assistant to Planning Board Registrar – Chair Person Web Manager (stipend) Burial Agent Alternate Town Clerk Assistant Town Clerk - stipend Assistant Town Clerk	Jennifer Christy Jennifer Christy Jennifer Christy Jennifer Christy Jennifer Christy Diana DeBlase Tim Carroll
Collector of Taxes	Jessica Bradlee
Building Inspector / Zoning Officer Administrative Assistant to Building Inspector Consultant to BI/ZO	Adam Petkus Akeyah Lucas Leonard Jason, Jr.
<pending recommendations of the new building inspector> Wiring Inspector Assistant Wiring Inspector Assistant Wiring Inspector Plumbing Inspector Assistant Plumbing Inspector Assistant Plumbing Inspector	
Cemetery Superintendent	Susan Murphy
Facilities Manager – <i>initial 6 month evaluation period</i> Janitor	Patty Egan Marjorie Hayes
Animal Control Officer / Animal Inspector Assistant Animal Control Officer	Chris Murphy Allen Healy

<i>Town Administrator (3 year contract)</i>	<i>Tim Carroll</i>
<i>Chief of Police (3 year contract)</i>	<i>Sean Slavin</i>
Director Emergency Management	Tim Carroll
Deputy Director Emergency Management	Jeremy Bradshaw
<i>Fire Chief (3 year contract)</i>	<i>Jeremy Bradshaw</i>
Deputy Fire Chief	Tim Carroll
Assistant Fire Chief	Gary Robinson
Assistant Fire Chief	Manny Rose
Assistant Fire Chief	Jimmy Moreis
Harbor Master	Ryan Rossi
Moth Superintendent	Keith Emin
Superintendent of Streets	Keith Emin
Shellfish Constable/Propagation Officer	Isaiah Scheffer
Assistant Shellfish Constable	Will Reich

Mr. Malkin moved to appoint the staff as presented. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Disclosure from town counsel Ron Rappaport:

Mr. Malkin moved to acknowledge and accept this disclosure. Ms. Larsen seconded the motion.

SO VOTED: 3 Ayes

Mr. Carroll noted he mistakenly omitted Treasure from the staff appointment list and requested motion. Mr. Malkin moved to appoint D. Barnes Chilmark Town Treasurer.

Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Award of Contract for Menemsha Cleaning and Trash removal – Seth Karlinsky:

Mr. Carroll said we received one bid, from our RFP.

Harbormaster Rossi said Seth has been doing fantastic job over past year. Look forward to 3 year contract. Ms. Larsen asked for scope of service so we know what a special project would be. Harbormaster Rossi said we have scope made last year, anything outside is a special project.

Mr. Malkin moved to award contract and accept bid from Seth Karlinsky. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Ms. Larsen asked to see the scope list. Mr. Carroll said he would send to her now.

Use of Tabor House Road shuttle lot - August 8th 15 spaces for cultural event on Quitsa Pond:
Jessica Shai, event planner for Jewish cultural festival Tuesday Aug 8th. Thought we needed parking, but all set. Ms. Shai said to make sure they were in line with all needed, asked what she needs to make sure is done. Public event on private property. Tim Carroll said need to notify Building Department, Fire & Police Chiefs. But mostly the Police Chief. If there is catering or having port-a-potties you probably need to go to Board of Health.

Project updates:

Chairperson Rossi said we are planning the open house / ribbon cutting for TTA HQ & Fire Station buildings June 28. Refreshments will be funded by both the Tri Town Ambulance and Fire Departments. Facilities manager Ms. Egan will train for new systems in the buildings.

Mr. Carroll asked to do item 13 at this time. Chairperson Rossi said yes.

Pay & Classification Study working committee makeup – Marie Larsen:

Ms. Larsen said with funding approved at the Special Town Meeting wanted to move forward in a timely manner. Ms. Larsen said people have volunteered for working group/ committee and wanted to get things rolling. Mr. Malkin recommended Ms. Larsen check in the Human Resource Board and what they have already done. Ms. Larsen said the working group would consist of 2 HRB members, 1 Department head, 1 staff and myself. Mr. Malkin said he was fine with that. Mr. Carroll said this is 2 things form a committee made of people outlined by Ms. Larsen. Second is the scope of work. Mr. Carroll said Don & Irene from HRB were working on draft and will return to next HRB meeting with drafts. Mr. Carroll said in other towns that have done pay & classification studies; the scope of work statement would then be send out to staff for comments. Mr. Carroll said it would be good to have it together to send out to an RFP in September. Ms. Larsen said she will work on this.

End of year fiscal updates:

Mr. Carroll said Ellen Biskis (out-going Accountant) will train Sarah Smith our new hired Accountant. Mr. Carroll outlined the training and functionality of transition.

FinCom meeting second week in July. Joint meeting Fincom & Select Board by July 14, 2023. Budget deficits end of year transfers.

Jim Malkin said he would like to have in person meetings again. Select Board members agreed. Select Board will meet in person for month of July 11th & 25th 5:00 PM Chilmark Town Hall.

At 6:55 PM Chairperson Rossi asked for a motion to move into Executive Session to discuss and negotiate contract for Town Administrator and to not return to regular session. Mr. Malkin moved and Ms. Larsen seconded. Roll call: Bill Rossi: Aye, James Malkin: Aye, Marie Larsen: Aye Tim Carroll was also present.

Minutes respectfully submitted by Diana DeBlase.

Approved 07/11/2023

Document List:

- Draft minutes from Select Board June 6, 2023 meeting
- Town Administrator June 23 staff appointment recommendations
- Police Chief June 23 police department seasonal appointment recommendations
- Planning Board re-appointments to committees with Planning Board representatives
- Town Administrator List of Board & Committee members requesting appointment 06.20.23
- P. Goff resignation notice from Conservation Commission 05.15.23
- C. Allen request to be re-appointed to Beach Committee
- M. Solinger request to be appointed Chilmark's representative on the Center for Living board 06.12.23
- G. Mottau request to be appointed to the Conservation Commission 06.02.23
- H. Weisman request to be re-appointed to Energy Committee 05.04.23
- J. Katch request to be re-appointed to Energy Committee 05.04.23
- M. Maida request to be re-appointed to Beach Committee 05.05.23
- K. Manter request to be re-appointed to Board of Registrars 05.09.23
- F. Khedouri request to be re-appointed to Harbor Advisory & Peaked Hill Pastures RFP Committee 05.01.23
- Appeal from Center For Living to have Select Boardf appoint a Chilmark representative to the Board. 05.05.23
- Event planner asking about possible parking for event 06.06.23
- Amalgamated Transit Union AFL-CIO,CLC 06.08.23 letter about VTA director and employees.