

### Chilmark Select Board October 3, 2023 5:00 PM Meeting Minutes

**Present:** Select Board chairperson Bill Rossi, James Malkin and Marie Larsen. Human Resource Board: Chairperson Jennie Green, Bruce Golden and Irene Ziebarth. *Robert Rosenbaum and Don Leopold were not present.* Others: Tim Carroll, Alison Kisselgof, Diana DeBlase, Jay Grossman, Andy Goldman, Police Chief Sean Slavin, Allison Simon, D. Barnes, Jonah Maidoff, 2 unidentified attendees. News reporters: Thomas Humphreys, Daniel Greenman and MVTV videographer Lynn Christoffers.

At 5:00 PM Chairperson Rossi called the meeting to order in the Select Board meeting room.

#### Joint Meeting with the Human Resource Board - discussion on proposed drugs & alcohol policy:

Mr. Malkin said as the Select Board liaison to the human resources Board want you to know what we are working with. Mr. Malkin said the Select Board was concerned about an issue about ½ a year ago of town employees driving town owned vehicles while potentially being under the influence of alcohol. We wanted to make it clear to staff that they were not to do that. And we were looking for a policy to deal with that. Mr. Malkin said we appreciate the work that went into creating the policy. Mr. Malkin said this is quite the legal document, was looking more for a statement that would tell staff “don’t drink, don’t use drugs while you are driving town owned equipment”.

At 5:02 PM Jane Green called to order the Human Resource Board meeting.

Chairperson Rossi asked for comments from Human Resource Board and Select Board at this time.

Ms. Ziebarth said Robert Rosenbaum and she worked on this together and utilized the airport policy in drafting. Ms. Ziebarth who is also a pilot said they worked to remove all of the airplane reference.

Mr. Malkin noted this policy was much more than he had envisioned. Ms. Larsen pointed out some items that were repeated and noted this seems very strict and seems more appropriate for an aviation policy on drugs and alcohol. Police Chief Slavin was asked to comment and gave comments one that marijuana is a legal recreational drug and is not timely testable.

Mr. Makin asked that the HRBC take tonight's comments and look at other towns and pare down the policy. Ms. Ziebarth said she stands by this draft and asked for any amendments or changes be sent redline format and she would work on this and return to Select Board with revisions.

Chairperson Greene thanked Ms. Ziebarth for all of the work put into this policy. Chairperson Rossi also thanked Ms. Ziebarth for working on this policy.

Human Resources Board adjourned their meeting at 5:19 PM

### Minutes:

Draft minutes from Select Board meeting held September 26, 2023 were tabled to the next meeting.

### Middle Line Road - policy on local affiliation preference & up to 150% AMI pro forma:

Middle Line Road town owned apartment vacancy: Town Administrator Carroll said we received a list from Dukes County Regional Housing Authority with our town of original waiting list and AMIs. Mr. Carroll said there were three people with Chilmark affiliation. Mr. Carroll noted it appears that the DCRHA has not used town preference since initial offering. Chairperson Rossi said we were clear that the AMI should be up to 150%. Chairperson Rossi said no state money was used for building the Town Owned apartments, this was all town money so the town preference affiliation should be used.

Mr. Carroll said to be clear action is: town preference oldest to newest; then 100-150% AMI older to newest.

Chairperson Rossi said that's what was agreed to, that's how it should be operated. Chairperson Rossi noted when we have a housing development with state money we will have to open up to all AMIs; we need to get it back on track.

### Draft letter from Laura Silber for grant application:

Chairperson Rossi if everyone was ok with the proposal and to send letter. Select Board supported sending letter. Mr. Malkin moved to have Town Administrator send support letter. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Mr. Carroll said Ms. Silber had asked if Select Board would support pre-approval of town committees sending support letters. Chairperson Rossi recommended the committees act on their own behalf with their support letters.

Mr. Maidoff said the bills H2747, H2788 and S1771 are in review now and deadline is 10/11 so please approve sending in support letter. Mr. Malkin moved to authorize Town Administrator to submit support letter from the Chilmark Select Board in support of Bills H2747, H2788 and S1771 in support of creating a Housing Bank. Ms. Larsen seconded the motion.

**SO VOTED: 3 Ayes**

### CCC updates:

Chairperson Rossi said the Community Center Advisory Committee met last week. We went over some improvements that were completed at the CCC. HVAC up and running. We will be working on phase 2 of the HVAC project this fall. We haven't gotten the bill for electrical wiring part of installation. But when we do we'll know how much is left in the warrant article.

There is a list of updates that Patty is reviewing tomorrow walking the grounds. We'll look at and vote to see which will be done. Chairperson Rossi said Patty has been wonderful about going over to CCC; have to speak to summer program people to tell them Patty doesn't work for them.

Chairperson Rossi said the tennis group has submitted improvements they'd like to see (handed to chairperson at start of meeting by Jay Grossman envelope was not opened at the meeting). Chairperson Rossi said we will review it tomorrow and share with CTAC, but no decisions have been made.

Fire & EMS building updates:

Chairperson Rossi said we have about 5 or 6 items left on the punch list. There was discussion about lighting needed for the boardwalk (between Town hall Parking lot and 399 parking lot). Mr. Carroll said we are working on that.

Chairperson Rossi said we are working on the drainage area between the 399 parking and the stairs. Chairperson Rossi said he is working with Vineyard Engineering and Chilmark Conservation Commissioners, separately outside of the Dellbrook contract on that problem.

Mr. Carroll discussed the 4 level 2 EV chargers that have been operational for 2 month now in the 399 lot. There was discussion about moving forward with installing the 2 fast Chargers that had been destined for the school lot to 399 and what it will take. Mr. Carroll will continue to work on the process.

There was discussion on night time lighting of town buildings and lots.

Ms. Larsen asked when the town siren would be operational. Mr. Carroll said we are working on it, need to communicate new codes with Sheriff's department communication center.

School HVAC updates:

Chairperson Rossi said from October 2 to October 28 we are moving some of Chilmark school classrooms into the Chilmark Community Center to allow the contractors time to complete a big part of the HVAC project. What is not completed will be done during the school vacations. Chairperson Rossi said contractually the company doing the work has till June 2024.

Short Term borrowing situation:

Mr. Carroll said our short-term borrowing comes due in January to go out to the market and Bond. Chairperson Rossi said hopefully the project is done by then we are waiting for an electrical switch (part) for the system. If comes in for November expect this can be completed by January. Wait and see at this stage.

Marie Larsen said she wanted to thank Bill Rossi (Select Board Chairperson) for all the hard work in getting all of these projects EMS Headquarters, Fire Station, CCC Air-conditioning and school HVAC project moving forward to completion.

Town Administrator:

Mr. Carroll asked for the Select Board to vote now on the short-term borrowing that they signed this week. Mr. Malkin moved to approve the signing of borrowing. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Select Board Member items:

Chairperson Rossi said we need to recruit 2 people for the Chilmark Community Preservation Committee. Chairperson Rossi said we are supposed to have 9 members and we have 7 at this time. Chairperson Rossi said he would take the position of Select Board member (Warren Doty used to hold but retired) and then the Housing Committee member position would be vacant. Chairperson Rossi will ask a member of the Housing Committee to volunteer. There is an at large position also needed. Mr. Carroll will advertise for this position. Mr. Malkin said he had someone in mind and would reach out to them. Ms. Larsen moved to appoint Bill Rossi to the CPC. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Chairperson Rossi said we need to recruit 2 people for the Chilmark Community Advisory Committee. Mr. Malkin said he had someone in mind and would reach out to them.

Mr. Malkin said this is the time of year we start to consider the process for the Budget Hearings for FY25. Mr. Malkin said the years we give direction we seem to have a better flow of process. Mr. Malkin said he would like to direct departments to submit their draft budgets for FY25 to keep their expense lines level funded. Mr. Malkin said he understands the COLA, insurance and funding ties to personnel that we can't control. If there are increases proposed they will need to be able to explain and defend any increases.

Mr. Carroll said the FinCom is meeting soon and we will put this in writing for them to have your guidance.

Mr. Carroll said the general insurance (not health insurance) market place for reinsurance went up 47% last year so expect 10% increase for insurance.

At 5:47 PM with no further items for discussion Chairperson Rossi asked for a motion to adjourn. Mr. Malkin moved to adjourn. Ms. Larsen seconded the motion. **SO VOTED: 3 Ayes**

Minutes respectfully submitted by Diana DeBlase.

**Approved 10/17/2023**

Document list:

- Human Resource Board joint meeting posting for 10/3/23 Select Board meeting
- Draft Chilmark drug & alcohol policy
- List of links to Drug & Alcohol policies of other MV island towns
- Sample letter from Laura Silber of MVC to MVC director from Chilmark

