

Chilmark Select Board 5:00 PM September 6, 2022 Meeting Minutes

Remotely Present: Chairperson James Malkin, Warren Doty Others: Tim Carroll, Diana DeBlase, Thomas, Emily Josephs, MVTV agent Harbormaster Ryan Rossi, Peter Neilley, Suellen Lazarus, Fire Chief Bradshaw, Jonathan Klaren, Pam Goff,

At 5:00 PM Chairperson Malkin called the meeting to order on the Zoom platform
Warren Doty question officially Select Board yet? TC waiting still. JM/ Ask Julian Cyr tomorrow.

Minutes:

Draft minutes from Select Board meetings held 08/02/22 & 08/16/22 were reviewed
Mr. Doty said we also reviewed Executive Session minutes. Mr. Doty requested typos to be corrected in 8/16/22 minutes. Mr. Doty moved to approve all minutes with corrections to 8/16/22. Chairperson Malkin seconded the motion. **SO VOTED: 2 Ayes** 1, absent

Bill Rossi arrived via Zoom at 5:03 PM

Special Town Meeting - September 26, 2022 Sole Purpose to fund local match of Seaport Economic Council harbor grant for Phase II:

Tim Carroll said free cash had not been reconciled from FY22. Free cash may not be certified until December: 3 months after receipts submitted to Accountant by Treasurer.

Harbor \$44,000 transfer from Waterways Improvement Account (awaiting Accountant's estimate in fund) about \$40,000 in Water Ways and a Warrant article for leftover from 2018.

Mr. Doty asked for balance in waterways budget line. Harbormaster Rossi said \$40,085.35. Harbormaster Rossi said he will need to submit additional warrant article for supplemental dredging etc.. Chairperson Malkin recommended line item should be increased in FY24 Harbor budget. Harbormaster Rossi agreed.

Jeffrey Maida joined the meeting

Mr. Neilley said in 2021 Annual Town Meeting approved \$30,000 CPA phase 1 of this project. Mr. Neilley said we may have about \$20,000 unused, can this be carried over to use? Mr. Carroll said it is there, but hoping to use that for the next phase.

Mr. Doty moved to approve and call a Special Town Meeting; September 26, 2022 at 7:00 PM for sole purposes of dock project funding in Menemsha. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Zoning Hearing scheduled for Sept 26th on pool regulations:

Mr. Carroll said this is a posted public hearing. *No action was taken.*

Chilmark Community Center:

Tim Carroll stepped away asked Bill Rossi to lead discussion Mr. Rossi said he did not have any documents related to the Center with him but could give outline for discussion. Mr. Rossi said with no facilities supervisor for Chilmark at this time maintenance updates are needed.

Chilmark Community Center Continued...

HVAC needs to be brought back up. Need to reestablish CCC Advisory Committee now. At this time the CCAC committee members are Bill Rossi, Tim Carroll and Linda Coutinho. Mr. Rossi said we could use a couple more members.

Need to meet with Executive director of the CTAC and update our MOU. A lot of items need our attention. We need to decide how they will be handled.

Mr. Doty said two of these issues could be dealt with now:

- Rusty water fountain- need to find filter system.
- Lighting - we have appropriation for lighting design.

Mr. Doty said lighting and water fountain can be done now. Mr. Rossi said he would like to add Nancy Street and Executive director Keira Lapsley of CTAC to discussions concerning the Chilmark Community Center.

Mr. Doty said the Preschool will not be using CCC this winter. They will use the Chilmark School and the limit is 20 children. Mr. Doty said Chilmark School Principal would like to add 2 additional days for school to be using CCC. Added to GYM Thursdays would be Monday and Wednesdays for band and strings classes. Mr. Doty said he is in favor of supporting the school requests. Select Board directed town hall to keep the use restrictions in place for Chilmark residents and Saturday events only at this time.

Items listed on agenda were:

1. Reopen CCC for public uses, allow bookings as before COVID-19 and Preschool use.
2. Confirming Preschool is not using the CCC this school year for classrooms.
3. Email note from CTAC President regarding HVAC at CCC. Refer to CCC advisory committee for review of existing HVAC plan and possible release of Phase 1 mini-split RFQ for large room this fall. (existing funds available, two previous IFBs had no vendors and on quote process for phase 1 was not responded to, pre covid-19)
4. Email note from CTAC President regarding inadequate stage and large room lighting at CCC. Refer to CCC advisory committee for issuance of Lighting Consultant/Designer RFP (\$3,500 currently available) this fall for ATM funding.

Mr. Rossi confirmed that the Chilmark Community Center Advisory Committee (CCCAC) will post a meeting soon and return to Select Board with recommendations. *Mr. Carroll returned to meeting*

Public Safety Building Committee – Updates:

Mr. Rossi said the project is on schedule and on budget. Some key updates are:

- cement walls for TTA HQ will start to go up this week.
- Fire station siding to start mid-September.
- Commissioning agent hired under budgeted amount.
- 15,000 gallon tank delivered to site.

Mr. Carroll talked about timing on next phase of funding \$4.5 million. Need to decide whether we borrow for the school HVAC project at that time.

Fire Department updates:

Mr. Carroll said Fire Chief's contract signed Aug 30, 2022 this is for three years effective August 20, 2022 to expire 2025. Mr. Doty moved to approve. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Margaret Maida joined the meeting

Memo from Chief Bradshaw

Chairperson Malkin said we are happy to get these reports. Select Board all agreed that these look good and said thank you to Chief Bradshaw. *Link to report from Chief Bradshaw:*

https://www.chilmarkma.gov/sites/g/files/vyhlf8411/f/agendas/select_board_may.pdf

Lyme vaccination trials at LDO:

Mr. Carroll said this will have a delayed start time but here on agenda to make sure Select Board are ok with proposal. Mr. Carroll said the trailer would be near the LDO shack to tie into electrical panel already there. Chairperson Malkin advised Mr. Carroll to communicate with organization to go forward with proposal.

TTA - vote to approve posting of position vacancy - Full Time Paramedic:

Mr. Doty moved to approve posting for vacancy. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

BOH - Administrator/Inspector vacancy, approve prior posting of vacancy notice:

Mr. Carroll reported he has 3 persons interested so far in applying for position. Mr. Carroll said the Job position description was reviewed by Board of Health and Human Resource Chairperson who reported they were satisfied with job description. Mr. Doty asked who would be on the interview committee. Mr. Carroll said the Board of Health (BOH) anticipated: themselves with a member of the Human Resources Board as an observer. Mr. Doty said first set of interviews can't be at a quorum of BOH without it being a posted meeting. Select Board advised interviews should be conducted by a Select Board member, a Board of Health member and an HRB member as preliminary review for position. Mr. Doty volunteered to be the Select Board member.

Administrative Assistant to Treasurer - temporary Financial Clerk Sarah Smith Discloser of possible COA declare no conflict of interest:

Mr. Doty said we are very aware Dawn Barnes had worked at Gosnold as a consultant, but not a conflict, all procedures have been followed.

Beach Committee - Squibnocket parking - drafted a note to be sent to previous committee member:

Chairperson Malkin said apparently a person has instructed public they did not need to purchase stickers to park. Chairperson Malkin said this makes it very difficult for our staff. Chairperson Malkin said draft looks good, but rather than beach privileges revoked replace with further action will be taken. Chairperson Malkin said we do not want to limit our actions.

Mr. Rossi moved to send this letter with amendment. Mr. Doty seconded the motion.

SO VOTED: 3 Ayes

Town Administrator Updates:

Mr. Carroll said he has met with resident who is estate planning. It is possible they may be leaving house to town. Mr. Carroll said this reminded me of few years back a couple who had mentioned same, so will reach back out to them.

Department Updates:

- Police Chief Jonathan Klaren gave report end of summer wrap-up.
- Well attended local events
- VTA ridership down.
- All signs (seasonal) can come down. Highway department remove. Harbormaster Rossi said he can bring white a-frame signs back to town hall.
- Harbor taking on the traffic come back about review. Seemed to work out as we planned.
- Certifying officers training this fall.
- Average summer.

Chairperson Malkin said happy coordination with Harbor and Police went well. Harbormaster Rossi said with traffic we had challenging start, we needed to work out some bugs. Majority of issues were the same as Police have faced for years.

Select Board member requests –

- Pull together persons for Septic at Comfort Station meetings. ConCom Planning Board, ZBA, BOH and Harbormaster members: Chris Murphy to be chair at first meeting to appoint chairperson. Tim send note to all involved get underway. Mr. Bill Rossi volunteered for that meeting.
- Emily Josephs here willing to get involved in our town. Figure what committee would suit background as landscape architect. Mr. Rossi said ConCom would be the skillset for you. Mr. Carroll said the ConCom three year terms are full, only opening is as an alternate on the ZBA. Mr. Malkin said we have opening in the Human Resources Board. Mr. Doty said also the Chilmark Community Center Advisory committee. Emily Josephs said ok to CCCA.
Peter Neilley dock replacement projects - esthetics review would be helpful.

With no further items for discussion Chairperson Malkin asked for a motion to adjourn.

Mr. Rossi moved to adjourn, Mr. Doty seconded. **SO VOTED: 3 Ayes**

At 6:05 PM meeting was adjourned.

Minutes respectfully submitted by Diana DeBlase.

Approved 09/20/2022

Document list:

- Draft minutes from Select Board meetings from 8/2/22, 8/16/22
- Community Center ventilation & air-conditioning communication from Ms. Lazarus
- Community Center lighting issues communication from Ms. Lazarus
- HVAC System specification by RISE Engineering from 2/21/2020

- Fire Chief Bradshaw's report on training, recruitment, apparatus, equipment updates
- Pre-site development for Mobile research unit for trial Lyme vaccine at Chilmark LDO (off Tabor House Rd)
- Assorted location photos for mobile research station at LDO
- Disclosure of Appearance of Conflict of interest by Assistant to Treasurer Ms. Smith
- Screen share of draft letter to Steve McQuiggan
- Letter introducing the Climate Action Plan – The Vineyard Way by MVC director Turner
- ZBA August special permit decisions
- ZBA September Special permit applications
- PowerPoint Mass DEP/ Town of Chilmark Proposed Nitrogen Sensitive Area/ Watershed Permitting Regulatory Framework