

DRAFT Chilmark Board of Selectmen March 3, 2020 Meeting Minutes

Present: Chairman Warren Doty, Bill Rossi and James Malkin. Others; Tim Carroll, Rob Hannemann, Peter Cook, Sally Cook, Judith Flanders, Marie Larsen, Felicia Cheney, Pete Steedman, Stephen Bene, Jennifer Knight, news reporters: Rich Saltzberg and Will Sennott. MVTV Videographer Lynn Christoffers.

At 5:00 PM Chairman Doty called meeting to order in the Selectmen's meeting room. Chairman Doty said that poles are open and to please vote today.

Minutes:

Draft minutes from Selectmen's February 18, 2020 meeting were reviewed, corrections were made. Mr. Malkin moved to approve minutes as corrected. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Green Community - Grants:

Chairman Doty said we have been deemed a green community recently by the state. There is a reward grant when a community receives green community status of \$126,000.00.

Energy Committee Chairman Rob Hannemann spoke about this item. Mr. Hannemann said this process was done by the Cape Light Compact and members of our energy committee along with Tim Carroll. MR. Mr. Hannemann said the grant is aimed at renovations to the heating system at the Chilmark School. Mr. Hannemann said it will be at least a month before we hear from the state about the funding. Mr. Hannemann said the engineer company that has assessed the system at the Chilmark School in preparation for upgrades has sent some emails back and forth and it seems there is some difficulty with the contract with that company. Mr. Carroll said the engineer company came to the site on the 12th of February they have not commented on any of the data collected but yesterday they sent a new contract back to us saying they have a new legal counsel and all of the contracts are different. Mr. Malkin said this project is planned to go out to bid in March will we still be on schedule? Mr. Carroll said the engineers are moving forward with the job without a signed contract at this time.

Mr. Carroll asked for the Board of Selectmen to vote on the signing of the grant application that we already sent out signed by the Chairman last week. Mr. Malkin moved to approve signing the application for the Green Community Grant. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Public Safety Building Committee Update:

Bill Rossi (Chairman of the PSBC) said Thursday March 12, 2020 at 5:30 PM will be the first of 3 public forums at the Chilmark Library. Mr. Rossi gave an outline of the project proposal for the Fire station and Tri-Town Ambulance headquarters. Chairman Doty said April 2, 2020 and April 16, 2020 are the other dates for the public forum at 5:30 PM in the Chilmark Library meeting room.

Resignation - Mary Breslauer MV Center for Living:

Chairman Doty said the Center for Living is an all island program located in Tisbury for adult daycare to allow for spouses and family members to work or have some time off. Chairman Doty said Mary Breslauer had been our representative on the board and she is resigning. Chairman Doty said we accept her resignation and thank her for her service. Chairman Doty said the Selectmen are seeking to appoint 2 Chilmark representatives to the board of directors and if anyone is interested to please let them know. Mr. Rossi said Ms. Breslauer has agreed to stay on in the interim to finish out her term.

Tri Town Ambulance (TTA)- Retirement Debt Assessments - Agreement:

Chairman Doty (member of the TTA Committee) explained that the TTA Committee reviewed a Chilmark Selectmen recommendation to settle the debt for retirement payment in an agreement. Chairman Doty said with this agreement Chilmark take a loss but it resolves the issue. The proposed agreement is as follows:

- All parties agree that the outstanding debt is \$282,176.95. Moreover, the parties consent that the Town of Chilmark will accept a sum of \$166,783.52 and consider it as full payment.

TTA retirement of Debt -Agreement Continued...

- The acceptance of the payment will be treated as a complete discharge of all due bills and Town of Chilmark will not take any further steps to collect on the debt.

TTA retirement of Debt -Agreement Continued...

- The payment will be made once the agreement is complete by transferring the budget surplus of the Tri Town Ambulance from FY2017, 2018 & 2019 to the general fund of the Town of Chilmark.

Debt: $\$282,176.95 / 3 = \$94,058.98 \times 2 = \$188,117.96$

Surplus: $\$166,783.52 / 3 = \$55,594.50 \times 2 = \$111,189.01$

Loss: $\$188,117.96 - \$111,189.01 = \$76,928.95$ Chilmark. Aquinnah: \$38,464.47, West Tisbury: \$38,464.47

Mr. Malkin moved to approve and sign this agreement. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Healthy Aging MV - Board member appointment:

Chairman Doty said he is volunteering to be appointed to this board. Mr. Malkin moved to appoint Warren Doty Chilmark's representative on the board of Healthy Aging MV. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Chairman Doty said he is very interested in the Windermere / Hospital - proposal for Vineyard style nursing home in Edgartown.

Martha's Vineyard Fisherman's Preservation Trust (MVFPT) - Meet The Fleet 2020:

Chairman Doty said it's the first Thursday in August. That is August 6, 2020 from 3:00 PM -7:00 PM in Menemsha. USCG will bring a helicopter rescue and a large vessel along with the local vessel. Mr. Malkin moved to approve this event as proposed by the MVFPT. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Charter School PTO - Spring Fling Fundraiser - CCC:

Marie Larsen, Felicia Cheney, Pete Steedman, Stephen Bene, Jennifer Knight were present to ask permission to have their PTO fundraiser at the Chilmark Community Center Saturday, March 21, 2020. Chairman Doty said the Charter School is one of our schools as Chilmark parents can choose to send their children there and these options are very good. Mr. Rossi said he supports this but wanted to point out that alcohol cannot be sold at the event. Mr. Malkin said a donation or ticket purchase to drink alcohol at the event is not allowed but he believes it can be available. It was agreed alcohol would not be for sale.

Mr. Malkin moved to approve the Charter School PTO request and to wave the rental fee. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

MV Book Festival - Author Series August 23, 2020:

Chairman Doty said the MV Book Festival organizers are requesting an additional author series event. This is after the Summer Program closes in August so they are coming to the town to ask for this event. Chairman Doty said there is a private rehearsal dinner booked for the Community Center on the Friday August 21, 2020 but the Center would be cleaned up Saturday and available for the Book Festival on Sunday August 23, 2020.

Mr. Malkin moved to approve the MV Book Festival request. Mr. Rossi seconded the motion. Mr. Carroll said there would be no fees as it is a continuation of the Summer Program and open to the public. **SO VOTED: 3 Ayes**

Cemetery – Request appointment of Veteran's Graves Officer – Leonard Jason Jr.:

Cemetery Commissioners Sally Cook and Judith Flanders were present for this request. Ms. Cook said the Veteran's Graves Officer is very important job and she is very happy Lenny Jason has offered to fill this position. Ms. Cook said Stan Mercer served as the Veteran's Graves Officer for 20 years caring for the Veteran's graves. Mr. Rossi moved to support the Cemetery Commission in appointing Leonard Jason Jr. the Veteran's Graves Officer for Chilmark. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Ms. Cook said recognition of all of Stan Mercier's work would be appropriate. Chairman Doty asked that Mr. Carroll draft a letter to Mr. Mercier on behalf of the Selectmen.

Josh Scott - Subordination request for Youth Lot / Peaked Hill Pastures:

Chairman Doty said he spent some time today looking through the file on this particular lot. Chairman Doty said this is a Youth Lot that the Town put permanent restrictions on. Chairman Doty said there are verbose definitions of these restrictions but the wording on income level of next purchaser is not included. The question of keeping this lot in an affordable description there needs to be further consideration from the Building Committee and Selectmen. There was no action taken at this time.

Police Chief - labor agreement - for approval & signatures:

Chairman Doty said the Police Chief has a three year contract that we have been negotiated. Chairman Doty said Mr. Malkin has been working with Police Chief Klarén on the new contract and have new language and appropriate material for this contract renewal. Mr. Malkin said Chief Klaren was very professional during the negotiations and very appropriate in his requests. Mr. Malkin said there are minimal changes to this contract and that he recommends that Selectmen sign this agreement. Mr. Malkin moved to sign this Police Chief - labor agreement / 3 year contract. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Chilmark Police Chief Contract was signed by Chilmark Selectmen

Human Resources Board (HRB) amendment to HRB Procedures Manual - Compensation 5 Year review:

Chairman Doty said the HRB is recommending a change to the wording in the procedures manual from Compensation review from time to time to every five years. Mr. Malkin said we went through a compensation review that went on for about three and a half years it involved two separate consultants but got it done and went to the town with a compensation study and made adjustments the HRB and Selectmen believed to be appropriate. Mr. Malkin said prior to that review it had been over a dozen years since a review of compensation was done. Mr. Malkin said the HRB and staff believe it would be appropriate to look at the compensation every five years and if changes are needed to make them. Mr. Rossi asked what kind of scope this would be. Mr. Malkin said to review the like positions in the town of Chilmark are compensated appropriately to like positions in the towns on the island (of Martha's Vineyard).

Mr. Malkin moved to approve this change in the HRB procedures manual. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Cable Advisory Committee:

Chairman Doty said the Comcast existing contract expires in 2 years and is estimated to take 30 months to complete negotiations with a Cable provider. Mr. Carroll said the 6 island towns are looking to work together to cover the legal expenses to hire an attorney to go through the process like we did 7 years ago. Mr. Carroll said in 36 months the contract expires so we are starting the 30 month Community Ascertainment process. Chairman Doty said we need to do this as an island wide group for strength in bargaining, whether it is with Comcast or another provider. Mr. Carroll said we are looking for a community member to join the Cable Advisory Committee that consists of Chairman Doty& himself (Tim Carroll). Marie Larsen said she would serve. Selectmen thanked Ms. Larsen.

Mr. Malkin moved to appoint Marie Larsen to the Cable Advisory Committee. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Chilmark Community Center (CCC) -HVAC project update:

Tim Carroll referred to the current plan (paper drawn to scale) and said we are waiting for the stamped version to come back to us. Mr. Carroll said yesterday he received the state's prevailing wage rates for this project. Mr. Carroll said he needs to place the ad in the newspaper for IFB. Mr. Carroll said this will be a 2 phase project. At this time the bathrooms, office and kitchen will not be included. Mr. Carroll said also we will not be putting all of the ERV systems under the stage. The remaining ERV will be part of phase 2. Mr. Carroll said all the rest of the HVAC system will be going in as phase 1. Mr. Carroll said we are waiting for an evaluation from an electrical contractor about any upgrading of the wiring that has to happen. Mr. Carroll said we will also have to work this in to the generator upgrade for the CCC.

CCC HVAC project update Continued...

Mr. Carroll said the target date is to have this out to bid and installed by May 15, 2020. Mr. Carroll will be talking to vendors about when the equipment would be available. Selectmen authorized Mr. Carroll to proceed with the phase 1 of the CCC HVAC project.

Draft Annual Town Meeting Warrant- Update to CPC Community Center turf article:

Chairman Doty said we will finalize our ATM warrant at the Selectmen's March 17, 2020 meeting. Chairman Doty said we have been reviewing the budget for ATM through the Budget Hearing with the Finance Committee and have reviewed draft warrant articles at our Selectmen meetings. Mr. Rossi gave an update for the wording of the CPC warrant article for the turf at the Community Center. Mr. Rossi read the article aloud and added *the final installation and maintenance plan shall be approved by the Chilmark Community Center Advisory Committee & Board of Selectmen before any work begins*. Mr. Rossi explained why he recommended the additional wording. There was discussion. Mr. Carroll said the Fire Station EMS figures were tabled at the last meeting in hopes to have some figures to review tonight.

Town Accountant Ellen Biskis brought the Selectmen the weekly expense warrant and then departed.

Mr. Carroll discussed when the Special Town Meeting to address the Fire Station and EMS building projects might be posted. Selectmen discussed March 23, 2020 as the last date to add the figures for the fire station and EMS to be included on the ATM warrant. Selectmen will wait and see what they have by that date if figures don't come by the March 17, 2020 Selectmen's meeting.

Update on Basin Road Pedestrian Path Project:

Mr. Carroll said this project had some interruptions due to the weather but this past week there was good progress. Mr. Carroll said the contractor was pulled off the job due to a prescheduled commitment. Mr. Carroll expects our project to resume next week.

Chairman Doty asked if there was any further business for discussion. Mr. Carroll said he spoke to the DEP person in charge of the waste operations about the permit to expand the parking lot at the Tabor transfer station - landfill hilltop. Mr. Carroll said they are going to request additional information but at this time he doesn't know what additional information they will ask for. Mr. Carroll said we sent them data from 4 years of testing.

Mr. Carroll said Selectmen have a meeting on Thursday (3/5/20) morning 8:00 AM with the Human Resources Board.

Chairman Doty spoke on what Chilmark is doing in preparation of the COVID 19 virus. Tim Carroll (Chilmark's Town Administrator along with Emergency Manager) has been attending meetings with an assortment of island entities in working together in preparing the Island at this time. Mr. Carroll said the CDC (Center for Disease Control) and Department of Public Health, Boards of Health and Hospital have been communicating for some time. Mr. Carroll said at 1:00 PM Monday the DPH had a conference call with all of the cities and towns in Massachusetts. Martha's Vineyard participated in that and asked questions. Mr. Carroll said today at 3:15 PM the Superintendent of Schools will be holding a meeting with all the (MV) School Principals and School Nurses along with a well-respected doctor from the area. Mr. Carroll said the Island Boards of health and other Public Safety Officials also attended the meeting himself included. Mr. Carroll said the update was that similar to the flu we should:

- Wash Hands (for 20 seconds each time)
- Don't come to work if you are sick
- Have hand cleaner around
- Use tissues and dispose of them after single use
- Don't cough into your hand use tissue

Mr. Carroll said Massachusetts has a second presumptive case of COVID 19 as of today so we will continue to give updates as we continue our communication with the DPH, Boards of Health and Public Safety Officials.

Mr. Carroll handed Chairman Doty a message from the Martha's Vineyard Film Festival asking for permission to advertise to park vehicles in the Town hall lot during the MVFF March festival being held at the Community Center. From March 26, 2020 - March 29, 2020. Chairman Doty said we have told them after 5:00 PM Thursday & Friday and all day Saturday and Sunday would be fine to use this parking lot. Chairman Doty approved this request.

Mr. Carroll mentioned the continuation of a mutual agreement for the Tri Town Ambulance funding with the three up island towns.

At 6:14 PM with no further items for discussion Chairman Doty asked for a motion to adjourn. Mr. Malkin moved to adjourn. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes respectfully submitted by Diana DeBlase.

Document list:

- Agenda as posted 2/28/2020 for this meeting
- Draft minutes from Selectmen's 2/18/2020 meeting
- Written resignation letter and correspondence from Ms. Breslauer
- Draft TTA retirement assessment agreement
- MV Fisheries Preservation trust request to hold annual Meet the Fleet event in Menemsha for August 2020
- Charter school PTO request to hold fundraising event at the Chilmark Community Center 3/21/2020
- MV Book Festival Author Series extended date at CCC August 23, 2020
- Subordination request from Youth Lot owner Josh Scott
- Police Chief contract
- Letter from Human Resources Board recommending amendment to the HRB Procedures Manual
- Recommended wording for the HRB Procedures Manual
- MIIA dividend notice
- Cape Light Compact Energy Efficiency report
- FinCom & Selectmen letter to Superintendent