**Draft Chilmark Selectmen May 5, 2020 Meeting Minutes**

Present (remote participation): Chairman Warren Doty, Bill Rossi, James Malkin, Tim Carroll, Clarissa Allen, Peter Cook, Sally Cook, Margaret Maida, Melanie Becker, Clark Goff, Wendy Weldon, Ryan Rossi, Judith Flanders, Police Chief Jonathan Klaren, Katie Carroll, Matt Poole, Tri Town Ambulance Chief Ben Retmier, Rob Hannemann, Ann Wallace, Jan Burnham, Cathy Thompson, Marina Lent, Jess Roddy, Susan Murphy, Martina Mastromonaco, Travis Lenkner, Forest Filler, Diana DeBlase reporters: Rich Saltsburg & Will Sennott.

At 5: 00 PM Chairman called the meeting to order.

**COVID 19 Updates**

Police Department: Chief Klaren gave an update.

* The replacement masks will arrive tomorrow and that they are being replace by MEMA
* A West Tisbury business donated hand sanitizer made from their spirits.
* Working on Menemsha traffic and pedestrian flow planning.

TTA Update:

Chief Retmier gave an update.

* Calls are down
* PPE supply is good
* Morale good all healthy at this time
* Transported 1 COVID-19 positive patient in ambulance and we are ready for more when needed

Town Manager Update:

Tim Carroll gave this update. All running well working to get the Annual Town Meeting and Annual Town Election plan completed.

Fire Department Updates:

Chief Bradshaw gave an update.

* Department had its first meeting via ZOOM and it went ok will work out technology glitches for the next.
* Three new recruits this week.
* Vehicles and apparatus have maintenance schedule. Our service operator will work 2 days a week to complete and get inspections stickers on the vehicles.
* PPE supplies in good shape.

Board of Health Update:

Matt Poole (Chilmark Board of Health member) said there are 23 cases of COVID 19 as of today on Martha’s Vineyard.

Board of Health Update Continued…

Mr. Poole said Forrest Filler has been doing a great job representing the Board of Health at job sites. Katie Carroll (Board of Health Chairman) said all island Health Departments have been in close communication so we are all working together. Ms. Carroll said Brian has also been doing a great job aiding in inspecting sites for the Board of Health.

Matt Poole discussed the policies moving forward:

* Stay in place order till May 18, 2020 wording on the policy was reviewed

Construction modification policy wording was reviewed.

* Restaurants that were not open can with curbside service only there is discussion of possible entry to building for order pickups.
* Phase 1 back to work guidelines where discussed
* Phase 1.5 back to work guidelines where discussed
* Phase 2 back to work guidelines where discussed

Mr. Malkin moved to endorse and approve the Board of Health regulations outlining the back to work phases as presented and discussed tonight. Mr. Rossi seconded the motion.

**SO VOTED: 3 Ayes**

*These complete guidelines for phases are posted on Chilmarkma.gov*

**Budget - Department expenses requested during the Budget Freeze:**

Cemetery Committee:

Chairman Sally Cook presented the expenses needed;

* spring mowing 3 at $1,500.00 each
* Rain barrel reimbursement
* Road work
* Shed lock and tools

Total needed to finish up FY20 is $6,880

Selectmen appreciated this report. Mr. Malkin asked to review all department reports prior to approving individual report requests.

Beach Department Budget:

Martina Mastromonaco presented amount needed for staffing for month of June.

Harbor Department Budget:

Harbormaster Ryan Rossi presented this report. Mr. Rossi said Mr. Andresen offered to work pro-bono till Harbor opening July 1, 2020. Mr. Malkin recommended getting the Harbor some staffing for at least a week to prepare. June 15 is the desired date.

* Harbor boat fuel
* Harbor boat trailer tire needs a repair
* Pest control $550.00

Harbor Department Budget Continued…

* Water turned on leek fixing by Ryan Kurth
* Trash dumpster – Seth Karlinsky will take on this
* Educomp install computer system at the shack before opening.

Harbormaster Rossi said there is $45,000.00 still in expense line but electric bills and pilings should leave $12,000.00 in budget.

Mr. Malkin asked about the fire extinguishers. Harbormaster said he did not have this information but the Fire Chief might. Chairman Doty spoke about an emergency repair from the Selectmen’s unclassified fund of $15,000.00.

Mr. Malkin moved to pay Offshore Engineering for the emergency repairs they did for the dock and for it to come from the Selectmen’s unclassified fund for the amount of $15,000.00.

Bill Rossi seconded the motion. **SO VOTED: 3 Ayes**

Harbormaster Rossi said he received call from our (Town insurance company) and we are not covered for a vessel striking our dock but our insurance company will go after the vessel insurance company for reimbursement of this expense.

Dock repair needed - report estimated cost of $42,525.00

Mr. Malkin said if we don’t address a structural issue we could have a real problem if it is not addressed. Rob Hannemann Chairman of the FinCom said he will work with Tim Carroll to work with this in the best possible way. It is the consensus to move ahead with this dock repair and how to pay for this will be addressed at the next Selectmen’s meeting.

Police Department Budget -Update:

Chief Klaren said for FY20 department looks good financially. Two aspects of budget are not happening because of COVID 19:

* Required training. August 31 is the new deadline for this required training. What can’t be done this year will have to be achieved for next year’s budget.
* Also vacation time that is also being pushed to next Fiscal year.

Chief reported an expected surplus of $8,000 to $10,000 thousand expenses with salary $12,000 to $13,000 but noted this will not be a typical summer.

Tri Town Ambulance Budget update:

Chief Retmier reported he will have a Staffing change starting on Memorial Day. In years past staffed 3 employees but this year will put 2 EMTs. Chief Retmire said if significant call volume or increase of COVID 19 cases we will request 3 employees again.

Highway Budget update:

Mr. Carroll gave outline of mowing and road maintenance. Chairman Doty asked about street sweeping and road painting. Mr. Carroll said painting is part of a warrant and the sweeping is part of continued road maintenance.

Fire Department Budget update:

Fire Chief Jeremy Bradshaw gave this update. The surplus $7,000 salary surplus $6,500 $2,400 burner training etc.. Total estimated $22, 958.00 it might be more pending on the total of the vehicle maintenance service.

Tim Carroll said this is about $50,000 of the $100,000.00 that we are trying for.

Chairman Doty said there are unspent lines from the snow and ice and legal lines.

Mr. Malkin thanked all the departments for their reports and moved to approve budget expenses that were presented at this meeting. Mr. Rossi seconded the motion.

**SO VOTED: 3 Ayes**

**Treasurer-short term borrowing**:

Town Treasurer Melanie Becker said before COVID 19 we were trying to replace the fire station and build an ambulance barn. Ms. Becker outlined that the town bought property, hired an OPM for this project along with design engineer consultants and the costs associated. Ms. Becker said $1.1 million dollars needs to be borrowed in this fiscal year and we will do so in the State House borrowing program.

Ms. Becker said at the Selectmen’s meeting on the May 19, 2020 the papers will be signed. And borrowing will settle May 28, 2020 and be for 1 year. 1.1 to 2% is the estimate interest rate.

Mr. Rossi asked how our credit rating is. Treasure is confident we are in good shape we are still AAA. Tim Carroll said a reason to be sure we keep a good tight budget management is for our future credit rating.

**Annual Town Meeting warrant and updates:**

Town Clerk Jennifer Christy gave a report of the process to hold Town Meeting June 8, 2020 and Annual Town Election June 10, 2020. Legal Counsel, Town Moderator, Town Administrator and Clerk have worked extensively on this.

Mr. Carroll gave the outline of the plan.

Annual Town Meeting time to be 5:30 PM and hold meeting outside at the Community Center. The warrant has been reviewed and made leaner. This pared down warrant was reviewed. Article 18 wording was addressed.

Town Clerk spoke of recommendation of Town Election hours reduced to be Noon to 6:00 PM.

Chairman Doty asked about the Early Voting that is available to our community. Ms. Christy said there has been very good response to Early Voting.

Mr. Malkin moved to set Chilmark Annual Town Meeting June 8, 2020 5:30PM, Annual Town Election June 10, 2020 noon to 6:00 PM and approve warrant as presented tonight. Mr. Rossi seconded the motion. **SO VOTED: 3Ayes**

Cape Light Compact Municipal contract renewal:

Mr. Carroll said he as executive director he signed this renewal and Selectmen supported the renewal.

Baily Boyd – participation block Grant:

Mr. Malkin moved to approve moving forward in this process with Baily Boyd. Mr. Rossi seconded the motion. **SO VOTED: 3Ayes**

Matthew Mayhew request adding wife Molly P Mayhew to deed at 3 Strikers Way:

Chairman Doty read the document Mr. Malkin moved to approve. Mr. Rossi seconded.

**SO VOTED: 3Ayes**

Board of Health Jan Burnham request joint meeting with BOS and Police Chief for discussion of takeout in Menemsha. Chairman Doty agreed Tuesday May 12, 2020.

Tim Carroll asked when Selectmen will hold a Committee and Board Chairs meeting. Chairman Doty recommended inviting all to Thursday May 7, 2020 staff meeting at 10:00 AM that was agreed by Selectmen.

At 6:20PM Chairman called for motion to adjourn Mr. Malkin seconded the motion.

**SO VOTED: 3Ayes**

Draft Minutes respectfully submitted by Diana DeBlase.

Document list:

* Report from Offshore Engineering for repairs needed for Menemsha Dock
* Assorted department budget figures
* Baily Boyd – Block Grant documents
* Proposed Amendment to 3 Strikers Way deed