

## Chilmark Board of Selectmen February 18, 2020 Meeting Minutes

**Present:** Chairman Warren Doty, James Malkin and Bill Rossi. Others: Tim Carroll, Peter Cook, Cathy Thompson, Ann Wallace, Samantha Look, Melissa Vincent, Chrissy McCarthy DeOliveira, Jonah Maidoff, Jerald Katch, news reporters Will Sennott, Brian Dowd and MVTV Videographer Lynn Christoffers.

At 5:00 PM Chairman Doty called the meeting to order in the Selectmen's Meeting Room.

### Minutes:

Chairman Doty said we did not hold a regular meeting the first Tuesday of February but did hold a short meeting at the beginning of the budget hearing meeting February 3, 2020. Mr. Malkin said after reviewing these minutes he recommended approving them as written. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes from the Selectmen's January 21, 2020 meeting were reviewed.

Mr. Malkin moved to approve minutes as written. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

### Public Hearing : Community Development Block Grant - Housing Rehab & Childcare:

Chairman Doty said we have a public hearing at this time to discuss the Community Development Block Grant - Housing Rehab & Childcare. Ms. Vincent and Chrissy McCarthy De Oliveira were present to discuss the Block Grants available to Chilmark. Executive Director of TRI (The Resource Inc.) Melissa Vincent said the Town of Chilmark will apply, and then TRI will answer an RFP for program management. Ms. Vincent said TRI has been doing this in the community for the past 16 years. Ms. Vincent said TRI office is located at 18 State Road in Vineyard Haven. Ms. Vincent handed out a sign in sheet that explains that TRI was here to discuss the Community Development Block Grant. Ms. Vincent said Oak Bluffs will be the lead town in this grant application with Tisbury and Chilmark.

Ms. Vincent said she will be applying for 1.3 million dollars with the State of Massachusetts for this grant. Ms. Vincent said whatever is granted we will divide up between the three towns. Ms. Vincent said this is run as a first come first served basis program. The program is housing rehabilitations for home owners who are at 80% or less of Area Median Income (AMI). The program replaces windows, doors, roofing etc... items to make the home safe and warm up to \$40,000.00 per applicant. These funds are deferred forgivable loans (0% interest loans) for 15 years. Ms. Vincent said CPC funds (Community Preservation Commission) are available to help residents at 81% - 99% AMI.

Mr. Rossi asked what the median income figure is. Ms. Vincent said a single person - homeowner can make up to \$54,350.00 annually to apply for the 80% median income. 99% through the CPC program for single person is \$68,900.00. Ms. Vincent said a married couple: at the up to 80% AMI \$62,100.00 to \$78,700.00 with the CPC program.

Chairman Doty said this program can help with replacing a failed septic system or heating system. Ms. Vincent said this program is first come first served but if someone comes to us with a failed septic or failed furnace that is considered an emergency (health code violation) and that would get priority. Chairman Doty asked about the childcare portion of the grant. Ms. Vincent said Chilmark residents will be able to apply for childcare subsidy, which takes care of up to \$5,000.00 of childcare costs a year. Ms. Vincent said this is for children up to 14 years of age and can be used for summer camp and daycare that are in the 80% or less AMI. Chairman Doty asked if that could be applied to preschool enrollment fees. Ms. Vincent said yes it can.

At 5:12 PM with no further public comments Chairman Doty closed the public hearing. Chairman asked that the Selectmen vote to authorize signing this memorandum of support for the Community Development Block Grants that Ms. Vincent just described. Mr. Malkin moved to do so and Mr. Rossi seconded the motion.

**SO VOTED: 3 Ayes** *Chairman Doty signed document for the Community Development Block Grants*

### Community Development Block Grant - Housing Rehab & Childcare Continued...

Mr. Rossi said it would be good to get a link about these grants on our website. Mr. Carroll said we used to when the town was eligible for the grants but that was over 3 years ago. Mr. Carroll said we will do that as soon as the grants are up and running. Ms. Vincent said you could put a link on of the CPC / P.A.L.S. (the up to 99% AMI) program and we can start talking to people about it. Ms. Vincent said TRI would start collecting pre-applications. Ms. Vincent said once they get the grant, TRI will supply mailing cards about the program. Selectmen thanked the representatives from TRI.

### Green Community Designation:

Tim Carroll said the Green Community Designation has been given to Chilmark. Energy Committee member Jerald Katch discussed the immediate benefit of being designated is the grant to Chilmark of \$126,430.00. Mr. Carroll said that the plan is this will be applied to the HVAC project at the Chilmark School. Mr. Carroll said it will depend what the engineers say if it's a good fit. Chairman Doty said we sent out requests for engineers to analyze the heating & ventilation system at the school. Mr. Carroll said Selectmen hired TE2 and they came to the school and have made their preliminary examination. Mr. Carroll said Energy Chairman Rob Hannemann had called TE2 today asking questions but did not have an update from their conversation. Chairman Doty said we hope to convert to cold climate heat pumps for the school; it might cost more than the grant amount but it would help with the cost.

### Peaked Hill Pastures - Planning Board: Update on affordable housing planning:

Peter Cook, Cathy Thompson and Ann Wallace of the Planning Board presented the updates. Mr. Cook said to move forward in a housing project of rentals and homesite for Chilmark at this location first we need an effective new set of surveys that will tell us what we can do there. Mr. Cook said Martha's Vineyard Commission (MVC) representative Christine Flynn said the best use of a consultant is to have a new set of surveys done for them to utilize. Mr. Cook said we have put out a request to engineers and surveyors to give us an idea of what they would do and what it would cost. Mr. Cook said the Planning Board has 1 response so far and they are hoping to get a couple more and will return to the Selectmen with some options. Mr. Cook gave an outline of what they are expecting to get from the survey. This would be a very important step to then lead to the RFP for a design and build plan. Mr. Cook said we need to get a good look at the financials of a project. Mr. Cook spoke about the cost to Chilmark for the Molly's Grove project. Mr. Cook said the "you build" option, like what we did at Nab's Corner is less of a cost and risk to the town. Mr. Cook said Planning Board met with the Housing Committee and it came up that modular construction should be looked at for this location.

Mr. Malkin said he is concerned that what Ms. Flynn requested is beyond what we need. Mr. Rossi said the Molly Flender Housing Trust voted to spend \$2,500.00 on this site from Vineyard Land Surveying and asked if that plan was what the MVC needs to be expanded on. Ms. Thompson said the Planning Board has seen this plan but we need to expand and update the data. Mr. Malkin said he recommends a developer accomplishing the more detailed plans. Mr. Rossi said he did not want the town to pay for plan duplications. Ann Wallace said Ms. Flynn will be coming to their next meeting and she will bring these concerns to her attention. Discussion turned to the Scott's Grove design and what was needed for that project in West Tisbury. Chairman Doty thanked the representatives from the Planning Board and looks forward to a follow-up when they have heard from the surveyors.

### Polystyrene - voluntary ban - warrant article proposal update:

Samantha Look of Vineyard Conservation Society presented this proposed warrant article to Selectmen about a month ago. Ms. Look said the other island towns have put this onto their Annual Town Meeting Warrants. Ms. Look is back to give updates from her conversations with Menemsha seafood retailers with their impressions of this proposed warrant article. Non-binding resolution if passes gives some motivation to reduce use. Discussion ensued. Chairman Doty thanked Ms. Look for coming and said this will be on the Chilmark Annual Town Meeting warrant.

Cable Television License expires 2023 - cable advisory committee:

Mr. Carroll said the cable franchise 10 year license expires in 2023 and the renewal process takes 30 to 36 months. Mr. Carroll said it starts with the ascertainment process of going out to the community and asking what they think about the cable TV. Step two would be attending meetings for negotiations. Mr. Carroll said last time we negotiated island wide. Tim Carroll was part of this process 10 years ago. Selectmen support an island wide contract. Discussion ensued. Selectmen said this is very important for our residents to have internet, telephone and TV connectivity. Chairman Doty said he would work with Tim Carroll and a 3<sup>rd</sup> (unspecified at this time) person on this project.

Elder Services - request Meals on Wheels volunteers March 18, 2020:

Mr. Malkin said he would like to do this and he will.

Highway - Snow Removal budget - prior year salt invoice:

Mr. Carroll said this item is 2 bills for road salt from a prior fiscal year that did not get included in the FinCom budget transfers. The total of these is \$3,217.35 that will be added to the Annual Town Meeting Warrant. Mr. Carroll said the total for prior fiscal year invoices is about \$4,300.00.

Draft Annual Town Meeting Warrant:

Chairman Doty said we are not setting the warrant tonight we reviewed the proposed warrant articles with the Finance Committee during the Budget Hearing process. Mr. Carroll said he will have the formatting and draft warrant for the Selectmen to review at the March 3, 2020 Selectmen's meeting. Mr. Carroll said any changes would have to be in to the Town Clerk by the March 25, deadline. Mr. Carroll said so the deadline to set the warrant is March 17, 2020. Selectmen did a preliminary review of draft warrant with discussion.

Mr. Carroll said Mr. Hodgkinson has let him know the Public Safety Building project (Fire station & Ambulance barn) cost will not be available by March 17, 2020 and has requested a deadline further out than March 17<sup>th</sup>. Mr. Rossi said or a Special Town Meeting. Mr. Carroll said it's not the meeting that is a problem it's the Special Election as there are specific figures that apply. Mr. Carroll said the figure we have as a place holder for the borrowing for the project now is \$5.3 million. Mr. Carroll said if on March 24, 2020 you had a special Selectmen's meeting changing the figure if we get an updated estimate.

If the figure cannot be available by March 24, 2020 we should be ready to call a Special Town Meeting and Special Town Election. Mr. Rossi gave some information about this as the Chairman of the Public Safety Building Committee. Chairman Doty said we will wait for an update on this at our March 3, 2020 Selectmen's meeting and if not then as soon as we have some figures.

Selectmen continued to review the warrant articles with discussion. Chairman Doty said these are all under our levy limit. Mr. Carroll said our Accountant worked up the levy sheet and ran the numbers and changed things. Mr. Carroll said however; he told the Selectmen we would need to take \$20,000.00 of free cash to reduce the tax rate. Mr. Carroll said the Accountant assumed in her calculations we would take that \$20,000.00 from changing some raise and appropriate articles to become free cash. Mr. Carroll said there is not a direct fit so this draft still needs work. The draft of Chilmark Annual Town Meeting warrant of 29 articles was reviewed and discussed and will be looked at again on the Selectmen's March 3, 2020 meeting.

Updates on Projects

Mr. Rossi said before we adjourn The Public Safety Buildings first Public Forum will be held March 12, 2020 at 5:30 PM in the Chilmark Library. Mr. Rossi said the Public Safety Building Committee members and all involved hope to get lots of feedback from the community at the meetings. Mr. Rossi said this would be the first of three public forums being held at the Chilmark Library about the Chilmark Public Safety Buildings. The other 2 are March 26, 2020 and April 16, 2020 at 5:30 PM.

### Updates on Projects Continued...

Mr. Rossi said the sale of 4 North Ridge Road is still in the works. Mr. Carroll said he is going to move forward in advertising for the sale in the beginning of April 2020 for the sale to take place in May 2020.

#### Basin Road walkway update:

Mr. Carroll said when the contractor cut back the bank and leveled the site of the walkway it was decided there was more grade than originally planned and they wanted to feather it in down towards the bridge. Mr. Carroll said the stonewall is proposed to be a stone higher than original plan.

#### Chilmark School HVAC update:

Mr. Carroll said the engineering firm met us on site and worked from 10:30 to 2:00 PM. Chairman Doty asked when this project moves forward, who is responsible; the town or the Up Island Regional School District. Mr. Carroll said the UIRSD is paying for it. The working group that is made up of the School Superintendent, the Principal, School Committee member, Jim Malkin and himself (Tim Carroll) and Rob will move it along.

#### Chilmark Community Center HVAC update:

Mr. Carroll said the engineer is working on this to have the specs for putting this out to bid in March 2020.

#### Approval Law Enforcement Mutual Aid agreement update:

Mr. Carroll said the Town Administrators in the island towns are signing this agreement and asked Selectmen to approve his signing. Mr. Malkin moved to have Tim Carroll (Chilmark Town Administrator) sign the Law enforcement mutual aid agreement. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Chairman Doty asked if there were further items for discussion. Mr. Carroll said in an effort to do the right thing with our bonding rating our Accountant Ellen Biskis has put together an email of the accounts payable weekly expenses procedures for department heads.

Mr. Carroll said in reference to the Peaked Hill Pastures Housing proposals he looked at numbers for the Scotts Grove project in West Tisbury the square foot cost was \$350.00 and the Smalley's (Aquinnah) project was \$330.00 a square foot. Discussion ensued.

Mr. Carroll said he is working to get sexual harassment training for staff in collaboration with them coming down to train the VTA staff.

Minutes respectfully submitted by Diana DeBlase.

**Approved 03/03/2020**

#### Document list:

- Draft minutes from 2/3/2020 & 1/21/2020
- TRI sign in sheet for Community Development Block Grant public hearing
- TRI Community Black Grant for Housing rehab and Child care information
- Designation from the State of our Green Community Status
- Request from Elder services for Selectmen to partake in the March for Meals program
- Draft ATM warrant articles
- Clerk with voter statistics.
- Xfinity/ Comcast program channel updates and complaint report.
- Kegan notice for 127 State Rd
- ZBA letter RE South Mountain
- MV Book Festival report from 2019
- DEP Public Water Source - Chilmark School report

- MDAR -Animal Control Officer training letters
- Jack Dunk
- Accountant memo about accounts payable weekly expenses procedures for department heads
- NextEra - report
- MMA Legislative Breakfast notice