

**Chilmark Board of Selectmen October 24, 2019 Meeting Minutes**

**Present:** Chairman Warren Doty, Bill Rossi and James Malkin. Others: Tim Carroll, Fire Chief Jeremy Bradshaw, Tri Town Ambulance Chief Ben Retmier, Chuck Hodgkinson

At 3:30 PM Chairman Doty called the meeting to order in the Selectmen’s meeting room.

Chairman Doty said we are meeting today at an unusual time to do two special things that relate to our new Fire House & Ambulance Building project.

Chairman Doty asked to hear from representatives from the Building Committee. Present from the committee were Chief Bradshaw and Chief Retmier along with administrative assistant for this project Chuck Hodgkinson. Chairman Doty said Bill Rossi is the chairman of this building committee. Today we will move forward in hiring an Owners Project Manager (OPM) for this project.

Mr. Rossi described the process that the committee followed in interviewing 3 different applicants for the position of OPM for this project. Mr. Rossi said all three were good but the recommendation of the committee is Daedalus. Mr. Rossi thanked Chuck Hodgkinson for his efforts in getting the cost estimates done for this project. Mr. Rossi shared the concept drawings created by Clark Goff. The goal is to have New England style architecture buildings that would fit well in the center of town. Mr. Rossi recommended Daedalus as the OPM and to move forward with contract negotiations with them. Mr. Malkin confirmed this would be for an OPM for the Fire House and Ambulance Building project.

Mr. Malkin moved to go into contract negotiations with Daedalus. Mr. Rossi seconded the motion.

**SO VOTED: 3 Ayes**

Chairman Doty said the next item to move forward on for this project is the Tri Town Ambulance Building funding formula.

Chuck Hodgkinson prepared figures that were proposed to the Aquinnah and West Tisbury Selectmen that has been approved. *This is the presentation they received:*

**Note: These costs are for concept planning purposes. They will change when the design is completed and a professional cost estimate is obtained.**

**Exclusive Chilmark Costs**

Land	\$900,000
Owner’s Project Manager (OPM)	94,000
Architect	131,000
Demolition, general conditions	117,000
Landscaping est.	150,000
Town overflow parking lot est.	100,000
Path/boardwalk to town hall lot est.	40,000

**Total 100 % Chilmark Costs**

**\$1,532,000.00**

**Estimated cost range; 3,900 sq. ft. EMS HQ building**

**\$2,225,000** to **\$2,550,000**

- Less landscaping	(150,000)	(150,000)
- Less OPM	(94,000)	(94,000)
- Less architect	(131,000)	(131,000)
- Less demolition, general conditions	(117,000)	(117,000)

*Figures continued to next page*

- Less town overflow parking lot	(100,000)	(100,000)
- Less path/boardwalk to town hall	<u>(40,000)</u>	<u>(40,000)</u>
<b><u>Total net shared cost 1/3, 1/3, 1/3</u></b>	<b><u>\$1,593,000</u></b>	<b><u>\$1,918,000</u></b>
<b><u>Estimated shared cost per town</u></b>	<b><u>\$ 531,000</u></b>	<b><u>\$ 639,000</u></b>
<b><u>Estimated shared bond principal</u></b>	<b><u>\$1,600,000</u></b>	<b><u>\$1,950,000</u></b>

**Tri-Town EMS HQ Proposed Shared Cost Formula**

1. Chilmark will bond the entire cost of its firehouse on Menemsha Crossroad and the EMS HQ building and site work. This total amount could be between \$5 to \$6 million.
2. For this exercise Chilmark is anticipating securing a 20-year bond.
3. The proposed cost sharing formula is based upon a 20-year debt service term.
4. The proposal is based upon the three towns sharing the annual debt service cost of only the estimated shared bond principal amount of \$1,600,000 to \$1,950,000 for the duration of the 20-year bond term.
5. Town and Bond counsel have both advised Chilmark that it would be very difficult to create a structure where each of the 3 towns would have a 1/3 equity position in the shared construction cost.
6. Consequently, this proposal is based upon the concept that Chilmark will bond the entire cost of the EMS HQ project (\$2,225,000 to \$2,550,000) and own 100 % of the land, building and site improvements.
7. The proposal is based upon the Towns of Aquinnah and West Tisbury each signing a 20-year lease agreement. The annual lease cost will be equivalent to each town's 1/3 share of the debt service expense of the net shared cost estimated to be between \$1,600,000 to \$1,950,000.
8. In lieu of each town having an equity position this proposes a progressively increasing rebate percentage of the annual lease cost to each town should it decide to leave the Tri-Town agreement and dissolve the MOU sometime during the 20-year lease term.

Mr. Rossi said this proposal was agreeable to all parties. Mr. Rossi said Aquinnah and West Tisbury Selectmen voted in support of this funding proposal.

At 3:45 PM Chairman Doty recessed the meeting till the FinCom Meeting to begin at 4:00 PM

**Chilmark Finance Committee (Fincom) joint meeting with Chilmark Selectmen**

At 4:00 PM FinCom Chairman Rob Hannemann called meeting to order.

**Present:** Chilmark Selectmen: Warren Doty, Bill Rossi and James Malkin. FinCom: Rob Hannemann, Bruce Golden, Vicki Divoll, Eric Glasgow, Susan Murphy. Marshall Carroll & Don Leopold were not present. Others: Tim Carroll, Chuck Hodgkinson, TTA Chief Ben Retmier, Fire Chief Jeremy Bradshaw, Diana DeBlase, reporters Will Sennott, Rich Saltzberg and videographer Lynn Christoffers.

Minutes: Draft minutes from the October 17, 2019 Chilmark Finance Committee meeting were reviewed a correction was made. Mr. Golden moved to approve minutes as corrected.

Mr. Glasgow seconded the motion. **SO VOTED:** 4 Ayes, 1 Abstain, (*Susan Murphy was not at that meeting*) 2 not present Marshall Carroll & Mr. Leopold.

*At 4:05 PM Don Leopold arrived.*

Mr. Hannemann had Mr. Hodgkinson present the budget worksheets for the Fire House & Ambulance buildings project and the funding formula for the Ambulance building.

Mr. Hodgkinson gave his and the building committee's figures for estimated costs for the projects to keep the FinCom informed of the financials. *Mr. Hodgkinson had 3 handouts for all the members to follow along with his explanations: Fire House, Ambulance and the funding for Ambulance Building.* Chairman Hannemann thanked Mr. Hodgkinson for his clear presentation. Chairman Doty thanked the Building Committee for all of their hard work.

Ms. Divoll moved to recommend Article 2. Of the Chilmark Special Town Meeting Warrant.

*To see if the Town will vote to appropriate \$440,000 to pay costs of architectural services to design the Fire Station at 3 Menemsha Cross Road and the EMS building at 399 Middle Road, and for the payment of all other costs incidental and related thereto, which amount shall be expended for this purpose in addition to the \$200,000 previously appropriated for this purpose under Article 15 of the Warrant at the 2019 Annual Town Meeting, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen is authorized to borrow said amount under and pursuant to M.G.L. c. 44, §7(7), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor. Any premium received upon the sale of any bonds or notes approved by this vote, less any such premium applied to the payment of the costs of issuance of such bonds or notes, may be applied to the payment of costs approved by this vote in accordance with M.G.L. c. 44, §20, thereby reducing the amount authorized to be borrowed to pay such costs by a like amount.*

Mr. Golden seconded the motion. **SO VOTED:** 6 Ayes 1not present (*M. Carroll*)

Proposal for Future STM FinCom process:

Chairman Hannemann expressed the consensus of the Fincom that they did not want to rubber stamp the recommendations process for the Special Town Meeting Warrants and proposed to meet and hear warrant articles prior to the warrant being set. Mr. Malkin proposed that the Selectmen and FinCom hold a joint meeting to review proposed articles before the STM is set. This is usually about 6 weeks before a STM.

Tim Carroll recommended that the FinCom liaisons meet with their assigned departments prior so they are informed and can discuss the articles at the joint meeting.

Review of Fincom liaison assignments and recommendations for FY21:

Chairman Hannemann said Ms. Divoll has agreed to take on the MV High School budget for him. FinCom members agreed to the following department budget liaison assignments:

Rob Hannemann - Up Island Regional School District & Conservation Commission  
Vicki Divoll - Martha's Vineyard Commission, MV High School, Beach, Library & Legal  
Don Leopold - Social Services  
Susan Murphy - Harbor, Shellfish & ZBA  
Marshall Carroll - Town Buildings, Board of Health, MV Refuse District  
Bruce Golden - Fire Department & Highway

Eric Glasgow - Tri-Town Ambulance, Police and Safety Building when needed (Mr. Hodgkinson will email Mr. Glasgow when needed)

Reserve Fund Transfer Requests:

Chairman Doty explained this request of the Menemsha Water Company betterments to improve the system causing the huge increase to invoices. Discussion ensued.

The Harbor Department has requested that the Menemsha Water Co. invoice for \$17,953.50 be paid with the FinCom reserve. The Town Administrator has also submitted the Comfort Station Menemsha Water Co invoice for betterments to the system \$5,323.50. More discussion ensued.

Mr. Glasgow moved to transfer funds for these two Menemsha Water Co. invoices from the FinCom reserve. Mr. Golden seconded the motion. **SO VOTED:** 6 Ayes, 1 not present (*M. Carroll*)

Chairman Doty recommended removing the Beach Department off season rubbish disposal funds transfer of \$450.00 and that tableting was approved by all present.

Tim Carroll explained the request for \$8,000.00 for janitorial coverage while employee is on medical leave for 4 months. Mr. Carroll said this is expected to start February 2020.

Mr. Leopold moved to transfer the \$8,000.00 from the FinCom reserve to cover this expense.

Mr. Glasgow seconded the motion. **SO VOTED:** 6 Ayes, 1 not present (*M. Carroll*)

Special Town Meeting

Additional discussion on the articles submitted from the Harbor Department and Fire department articles ensued. Fire Chief Bradshaw gave clear need for the Jet Ski for emergency responding to swimmers in distress. Chairman Hannemann said they already recommended the articles at their October 17<sup>th</sup> meeting but the clear presentation is very helpful.

Chairman Hannemann asked Ms. Divoll to give a report on the Martha's Vineyard Regional High School meetings she has attended. Ms. Divoll attended several All Island FinCom meetings where the funding formula was brought up. Ms. Divoll reported that at these meetings she asked what is unfair about the existing formula. Ms. Divoll said the question was never directly answered. Oak Bluffs just feels that they pay too much. Ms. Divoll said there was discussion of having mediation. Chilmark declined to enter into mediation. Mr. Malkin confirmed Chilmark Selectmen do not want to have mediation instead have invited School Superintendent Matt D'Andrea to come to the November Selectmen's meeting for discussion of MVRHS physical facility needs, and the costs & timelines for that work. Mr. Hannemann said members of the Chilmark FinCom will come and be in the audience for this meeting.

At 5:18 PM with no further items for discussion Mr. Golden moved to adjourn. Mr. Leopold seconded the motion **SO VOTED:** FinCom: 6 Ayes, 1 not present (*M. Carroll*) Selectmen: 3 Ayes

Minutes respectfully submitted by Diana DeBlase. **Approved 11/19/2019**

Document list:

- FinCom October 17, 2019 draft meeting minutes
- Request for transfer from the reserve fund to budget line 295-5230 for \$17,953.50
- Menemsha Water Company betterment fee for town docks \$17,953.50
- Request for transfer from the reserve fund to budget line 19905230 for \$5,323.50
- Menemsha water Co. betterment fee to Restrooms \$5,323.50

- Email from Chilmark Accountant FY20 1<sup>st</sup> Q-Management Reports with revenue report
- Request for transfer from the reserve fund to budget line 630-5293 Beach for \$450.00
- Request for transfer from the reserve fund to budget line 192-5149 Janitor for \$8,000.00
- Page 1 of November 19, 2018 STM warrant with articles 1-8 to illustrate the knowledge of funding for janitor position in future at the meeting it was postponed indefinitely.
- Pacheco & Ross rendering of Firehouse, Town hall, Ambulance HQ and parking lot campus
- C. Goff renderings of Firehouse
- Harbormaster warrant article explanations for article 7 & 8 of STM Oct 28, 2019
- Fire Chief Bradshaw's explanation for need of PWC
- Town Building manager Bunker's explanation for Article 5 & 12 for SMT Oct 28, 2019
- C. Hodgkinson & Building Committee - Tri Town Ambulance (TTA) Planning Costs
- C. Hodgkinson & Building Committee - TTA EMS HQ Proposed shared cost formula
- C. Hodgkinson & Building Committee - Fire House Rough Planning Budget