

TISBURY BOARD OF SELECTMEN – FINANCE AND ADVISORY COMMITTEE

JOINT MEETING AGENDA

Tuesday, June 11, 2019 at 4:55 PM

Tisbury Town Hall, Katherine Cornell Theater, 51 Spring Street, Vineyard Haven, MA
Melinda F. Loberg; James Rogers; Jeff Kristal

APPOINTMENTS

Finance and Advisory Committee: Sarah York

Finance Committee failed to obtain quorum. Finance Committee Member Larry Gomez reported that committee already voted to appoint Sarah York during their previous meeting.

Member Rogers motioned to appoint Sarah York to the Finance and advisory committee. Member Kristal seconded the motion. The motion was unanimously approved.

TISBURY BOARD OF SELECTMEN MEETING AGENDA

Tuesday, June 11, 2019 at 5:00 PM

Tisbury Town Hall, Katherine Cornell Theater, 51 Spring Street, Vineyard Haven
Melinda F. Loberg; James Rogers; Jeff Kristal

Members Present: Melinda Loberg, James Rogers, Jeff Kristal

Members Absent:

Others Present: John Grande – Town Administrator, Alexandra Kral -Executive Assistant, John Schilling, Jon Snyder, Martina Thornton

5:00 PM CALL MEETING TO ORDER

TOWN ADMINISTRATOR

Assistant Fire Chief Position

Town Administrator stated that target date for the position to start is July 1st. Interviews are being scheduled. The interviewing committee formed: John Schilling, Edgartown Fire Chief, Mark Saloio, Pam Bennet.

Dukes County Agreement

Martina Thornton presented a Dukes County agreement as one umbrella contract to cover terms for all human services provided. FY2020 budget approved. Town Administrator forwarded contract to the Town attorney, still waiting for feedback and recommendations, in addition meeting with Jon Snyder and Suzanne Kennedy was scheduled to discuss the terms of the contract with finance department.

Ms. Thornton stated this is a One-year contract starting July 1st, clause on termination included within and would have to be enacted before November 1st. The contract renews automatically pending Town Meeting Approval of the appropriation.

Member Rogers wanted Board to closely review possible duplication of the services. Member Kristal inquired why those services not included in Town Budget. Ms. Thornton stated those are additional services are outside county's scope of work.

Member Kristal asked how the article will be submitted for the warrant? Martina Thornton stated Town ultimately decides on the format of an article and appropriation of the funds. The Funding is a separate issue. Jon Snyder clarified that intent of the contract is to layout the responsibilities of the County regarding the additional human services.

Board Members asked for additional time to review the contract. Continued to June 25th.

Downtown Parking Regulations Proposed Amendment

Town Administrator presented proposed amendment citing an issue that residents of the downtown area have brought up to Board attention. Member Kristal stated that he have seen only one issue being raised and does not believe it should prompt the Town to make the regulation more permissive. Member Rogers agreed with Member Kristal. Member Kristal stated he is not clear on what is current violation penalty for people

parking overnight in the downtown area without a permit. Member Loberg stated that based on previous practice just making exemption on case by case basis eventually wiped out the regulation completely and spoke in support of further review and amendment of the regulation to address possible concerns of the public and the Board.

Member Rogers asked to continue review of the proposed amendment at the next meeting as he potentially have other issues with regulation as proposed.

APPOINTMENTS

Assistant Shellfish Constable: George Smith

Member Rogers motioned to appoint George Smith as assistant shellfish constable. Member Kristal seconded the motion. The motion was unanimously approved.

Seasonal Traffic Officer: Matya Trusty

Police Chief Mark Saloio presented the candidate to the Board.

Member Rogers motioned to appoint Maya Trusty as seasonal traffic officer. Member Kristal seconded the motion. The motion was unanimously approved.

DEPARTMENTAL/COMMITTEE'S REPORTS

Department of Public Works Update: Construction & Debris Rate Increase; Curbside Trash & Recycling Program; LDO: Set of Recommendation; Composting Grant

Town Administrator requested Boards approval to put competitive proposal for curbside trash & recycling for their review. Current contract would need an extension.

Member Kristal motioned to develop competitive RFP. Member Rogers seconded the motion with request to see proposals before voting on the extension. The motion was unanimously approved.

Composting grant- postponed.

LDO Price increase & additional closure dates

Regular attendant off on Tuesday and Wednesday. Tuesday is a regular closure day and someone from DPW has to cover on Wednesday, creating staff shortage. Proposing to close for additional date on Wednesdays. Member Rogers was not in support of two consecutive days for closure and proposed Sundays and Wednesday closure.

Member Kristal motioned to move close dates to Sunday and Wednesday. Member Rogers seconded the motion. The motion was unanimously approved. Effective date July 1st.

Town Administrator informed Board Members that proposed rate increase would require public hearing. Member Kristal asked that list of Items allowed to be dropped off be modified. Stop allowing for a commercial brush/grass drop off and provide a list of other locations that collect to the public.

Bring it back for a review at the future meeting.

Member Rogers motioned to schedule a Public Hearing to review and consider proposed LDO Rates Change at 5:30PM on June 25th. Member Kristal seconded the motion. The motion was unanimously approved.

Traffic and Roadway Safety Recommendations: 24 Union Street – Parking Spaces; Town Banner on Main Street; Union Street Traffic Reversal; Parking, Tickets, Towing, Impound Area

24 Union Street – Property owner gave up his space to allow for ADA sidewalk to be constructed in exchange for two parking spaces.

Member Kristal motioned to allocate two parking spaces to Mr. DeSorcy, 24 Union Street to honor standing agreement. Member Rogers seconded the motion. The motion was unanimously approved.

Town Banner

Proposed regulation was presented to the selectmen. Town Administrator recommend placing on the next agenda.

Member Rogers motioned to place on June 25th Agenda. Member Kristal seconded the motion. Town Administrator stated that fire chief, building inspector and police chief should review the proposal and be ready to provide their feedback. Motion was unanimously approved.

Traffic reversal Union street

Recommendation was to review possibility for two-way traffic. Member Kristal stated that direction of the union street has direct impact on business community.

Sarah York, representative of VHBA opposed the two-way traffic due to the loss of the parking space. John Schilling stated that parking concerns are driving the conversation not the actual functionality of the traffic flow. Town Administrator stated that if the traffic will remain the same more signage is required. Mark Saloio spoke in support of two-way traffic and suggested not reverse direction otherwise due to safety reasons. Member Loberg stated she had been a longtime advocate for utilizing Old Fire station lot as a short-term parking area for downtown. Member Kristal motion to place Old Fire Station Lot discussion on the agenda for June 25th. Member Rogers seconded the motion. The motion was unanimously approved.

Ticketing, towing, Impound lot

Police Chief informed Board Members that majority of the parking signs already include language regarding towing at owners' expense.

Member Rogers requested motioned to set up a site visit (?) with Chief Saloio, Maura Valley, Ken Barwick, Fire Chief and report back on 25th. Member Kristal seconded the motion. The motion was unanimously approved.

Facilities Department, Update

Kirk Mattel, Facilities manager updates Board Members on the status of the following projects:

- Town Hall Steeple:

Received a firm estimate and draft drawings from Campbellsville Industries for the fabrication of a new aluminum steeple in the amount of \$98,457.00, met with the William Street Historic Committee and briefed them on the project progress. Next step is to write up a scope of work with the Contract Specialist and put this project out to bid. Fabrication of the custom steeple takes 12-16 weeks and Campbellsville Industries also installs. All funds have been secured in FY18 .

Project breakdown

Total Funds Secured \$400,000.00.: Removal - \$80,000.00, New Fab -\$100,000.00; General/Crain - \$100,000.00; Roof Repairs -\$40,000.00; Bell -\$50,000.00; Weathervane -\$20,000.00

Total Leftover \$10,000.00.

- New DPW office space:

After reviewing the building, the most economical approach would be to split the oversize conference room into two workable work spaces. By installing a floor to ceiling wall, we can create a work friendly size office with ventilation, windows and doors while maintaining a proper size meeting room.

Project estimate \$940.04, labor done in house. Estimated time of project completion is 2 weeks.

-Tisbury School Flooring:

Received estimates to install replacement laminate flooring in 6 classrooms, several of these rooms need to be stripped to the subfloor for proper installation.

The cost of this job will require the school to put this out for a seal bid. The final cost of this job is \$57,240.00, the school would like all work completed on or before Sept 1, 2019

Currently working with the contract specialist on scope of work and bid contract.

Project breakdown :

Rooms 201-202-203-204-313 & 314 floors will be replaced.

Estimate \$9540.00 per room

All funds have been secured in our last Town Meeting and will come from the \$122,000.00 joint maintenance article.

-EMS Solar:

Harvest Sun Solar, the contractor that is installing the roof top solar system on the EMS building are currently waiting on a special built electrical panel that will work in conjunction with our current electrical demand and our emergency backup generator. Once the panel has arrived, we will get it installed asap; then Harvest Son Solar submits our application to Eversource; normally this gets approved in less than 48 hours and we get on the list to have the SMART meter installed.

All Funds have been secured in 2018

Project break down

Funds secured \$192,177.72

Solar Contract \$122,994.00

-Veterans Park Plaque:

Plaque just came back from the smelter, final proof reading has been completed, next step is stone installation. Finished product should be delivered by mid-summer.

All funding was secured this past year with the use of CPC funds, total project cost \$2700.00

-KCT Curtains:

Received an estimate and have approved a P.O. for custom curtains for the theater for a total sum of \$7,999.00

All funds have been secured at our last Town Meeting with CPC funds.

- 55 West William Street:

Estimated sum of \$4700.00 required to secure the building by installing plywood over all windows and doors. Please note several sections of the side porch roof need to be removed for safety.

All funds have been secured in 2018

-Shellfish Department: Dukes County Economic Development Funds: Relocation of Portable Toilet, Extension of Use; Shellfish Trust Request; 4th Annual Family Shellfish Day

Danielle Ewart, Shellfish Constable requested Board's approval to access funds from the shellfish trust account (an account set up that helps the department pay for propagation) to purchase steamer clams from NEMAC (Northern Massachusetts Aquaculture Center) \$800 (plus shipping/handling) for 200,000 2-4mm clams and to purchase 3 (5-gallon) pails of Netminder paint for quahog rafts. Each pail is \$300 and is a more ecologically friendly option to keep fouling species from settling on our gear. Total \$900+ shipping.

Member Kristal motioned to approve shellfish trust request as presented. Member Rogers seconded the motion. The motion was unanimously approved.

4th annual family shellfish day scheduled for June 22nd 9-12PM . It is a free event that aimed to educate public on to handle and prepare shellfish.

Aquaculture Regulations will be scheduled for Board's review on July 9th. Public hearing to consider proposed aquaculture regulation to be scheduled following July 9th meeting.

Additionally, Ms. Ewart was seeking Boards approval to relocate a portable toilet to the Lagoon Landing. This would be used in lieu of the toilet at the Lagoon Bridge Park. Ms. Ewart stated that location change will be more convenient to the public and attract more people to use portable toilet instead of people using the pond. The portable toilet is paid for with Dukes County Economic Development Funds.

Member Kristal motioned to continue dedicating the funds from Dukes County Economic Development program to cover the cost of seasonal portable toilet. Member Rogers seconded the motion. The motion was unanimously approved.

Member Kristal and Member Rogers were opposed to the proposed location move, encouraging Ms. Ewart to find more prominent solution for that area. Both Members believed the portable toilet would be too visible and unsightly in the proposed location.

PUBLIC REQUESTS

Anne Marie Ralph: Plastic Free MV Presentation

Would ban plastic bottles of 34 ounces or lesser. Proposed bylaw for the Town Meeting

Sarah York : Any resources for local business?

Yes.

Member Rogers asking to submit by the citizens petition before sponsoring by the Board.

Students: can't amend the bylaw once submitted .

Sarah York invited to VHBA.

Cronigs have been in support of the proposal.

ML suggested reviewing June 25th.

Geoff Rose: M.V. Patient Care, 455 State Road Unit #11

Geoff Rose informed Board members of the outcome of public outreach meeting. Informational meeting required to present certain information. The town can receive a percentage of the sales tax around 6%, Town has to approve and sign a host community agreement. Member Rogers stated his belief was that public outreach was not well received. Mr. Rose will put in place all necessary mechanism to mitigate public concerns for example, establishment will be serving its customers by appointment only, provide an online order and express pick up options, potentially even a home delivery.

Member Kristal requested clarification on the percentage allocation.

Member Loberg asked at what point projects is referred to the MVC. Geoff Rose was not sure.

Board concerned over the proper process that needs to be followed before approving host community agreement and suggested applicant to start with Planning Board.

Sandy Paws: Request to use Tisbury Kennel

Town Administrator informed Board members of the request from Sandy Paws to utilize 4 out of 11 town kennels at the Town Animal Control shelter. Town Administrator favors the request and would work out a pilot program between the Sandy Paws and the Town. James Rogers recused himself from further discussion. Ashley Medeiros, representative of Sandy Paws stated that kennels would be used to place the dog in the safe and neutral environment to meet the perspective adoptive family. Laurie Clements, Town ACO is aware and supportive of this request.

Member Kristal motioned to allow the use of minimum of 4 and up to 8 town kennels. Member Loberg seconded the motion. The motion was unanimously approved.

Jeremie Rogers: 117 Cook Street

Postponed until June 25th, 2019.

ADMINISTRATIVE SESSION

Reimbursement 113 Leonard Circle, Betsy Shand

The resident of 113 Leonard Circle had expressed her frustration with an outcome of her incident claim and upon further review Town Administrator agreed to request Boards approval of the reimbursement of approximately \$500 for an incident is the right way to proceed.

Member Kristal motioned to approve reimbursement request as presented. Member Rogers seconded the motion. The motion was unanimously approved.

Roads Right Request: All Stars Tours

Bob Breth and Jeffrey Gore were present at the meeting. Mr. Gore stated although Town has already approved livery license for his company in order to obtain a ticketed tours license state requires that each company applies for road rights to each Town it plans to operate in.

Member Kristal motioned to approve road rights for All Stars Tours. Member Rogers seconded the motion. The motion was unanimously approved.

55 West William FY19 Real Estate Tax Abatement

Member Kristal motioned to approve FY19 Real Estate Tax Abatement for 55 West William. Member Rogers seconded the motion. The motion was unanimously approved.

Buskers License:

Michael Grasing

John OToole

Member Kristal motioned to approve Busker license renewals as stated above. Member Rogers seconded the motion. The motion was approved.

Lodging House Renewals:

- The Look Inn, 25 Look Street
- Clark House Inn, 20 Edgartown-Vineyard Haven Road
- Charles and Charles, 85 Summer Street
- Crocker House Inn, 12 Crocker Avenue

-Why Not, Inc. d/b/a Artcliff Diner,39 Beach Road

Member Kristal motioned to approve lodging houses license renewals as stated above. Member Rogers seconded the motion. The motion was approved.

Original vote was rescinded.

-The Look Inn, 25 Look Street

-Clark House Inn, 20 Edgartown-Vineyard Haven Road

-Charles and Charles, 85 Summer Street

-Why Not, Inc. d/b/a Artcliff Diner,39 Beach Road

Member Kristal motioned to approve lodging houses license renewals as stated above. Member Rogers seconded the motion. The motion was approved.

-Crocker House Inn, 12 Crocker Avenue

Member Kristal recused himself. Member Rogers motioned to approve lodging houses license renewals as stated above. Member Loberg seconded the motion. The motion was approved.

Common Victuallers Renewals:

- Vineyard Haven Restaurant Associates LLC d/b/a Garde East,52 Beach Road

Member Kristal motioned to approve common victualler license renewals as stated above. Member Rogers seconded the motion. The motion was approved.

Seasonal All Alcohol Renewals:

- Vineyard Haven Restaurant Associates LLC d/b/a Garde East,52 Beach Road

Member Kristal motioned to approve seasonal all alcohol license renewals as stated above. Member Rogers seconded the motion. The motion was approved.

Payroll	#05/23/19	\$324,613.37
Payroll	#05/30/19	\$128,516.31
Payroll	#06/06/19	\$330,219.86

Member Kristal motioned to approve payroll as stated above. Member Rogers seconded the motion. The motion was approved.

Bills Payable	#05/17/9R	\$100,999.86
Bills Payable	#05/31/9R	\$9,098.70
Bills Payable	#05/28/19	\$532,180.70
Bills Payable	#05/14/19	\$261,356.72
Bills Payable	#05/28/19	\$532,180.70

Member Kristal motioned to approve bills payables as stated above. Member Rogers seconded the motion. The motion was approved.

PROSPECTIVE MEETING AGENDA(S)

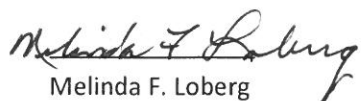
Time reserved for the topics that the Chair did not reasonably anticipate for discussion:

MEETING ADJOURNMENT

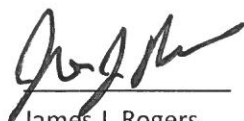
The meeting adjourned at 8:00pm.

Respectfully submitted by

Alexandra Kral



Melinda F. Loberg
Chairmen



James J. Rogers
Vice Chairmen



Jeff Kristál
Clerk