

Minutes
Tisbury Board of Selectmen
Meeting: Tuesday, January 17, 2017
Tisbury Town Hall, Katharine Cornell Theatre at 5:30PM

Meeting called to order 5:31PM

TOWN ADMINISTRATOR'S REPORT:

Refreshments / Events Reimbursal Policy: Town Administrator Jay Grande tells the Board he has developed a Refreshments and Events Reimbursal Policy and solicited comments from the finance & accounting department regarding the proposed. He states he will finalize wording for approval at the next meeting of the Selectmen.

Tristan Israel asks if there will be provision to provide refreshment at regional meetings, and Jay Grande states that one of the components is to seek advance approval, leaving some latitude with the finance officials for certification and approval. Melinda Loberg states that she feels that staff members in particular should not be asked to provide anything at their own expense.

Santander Bank Update: Jay Grande notifies the Board of an upcoming meeting of the MVC on this referral regarding the removal of an historic roof and its subsequent replacement with an asphalt roof, states that no compromise offer has come in from the bank, and more information will be available at the next meeting of the Selectmen on the 24th.

Snow Removal: DPW Director Ray Tattersall gives update on recent snow removal and the costs associated with this which were \$20,000, and well over the budgeted amount of \$15,000 for the current fiscal year. He states that overage was due to a large quantity of snow, staff shortages due to vacation and sick leave, and that some trucks that were down for repair, causing the attendant need for use of outside contractors. He states further that there was some expenditure for hardware in preparation for the season, which is allowable under that budget. Tattersall adds that next fiscal year they are considering raising the budgeted amount from \$15,000.00 to \$30,000.00, due to the large amount of the budget that went to hardware repairs and purchase of snow blowers in advance of the snow season. He adds that sidewalk snow removal went well with the new snowblower, and that DPW staff were able to add the areas of downtown/ Main Street area, around the School, and up State Road to the areas maintained in prior years.

Motion: To expend over the approved snow budget amount as permitted by Massachusetts General Laws. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

Finance / Personnel Committee Updates: Jay Grande gives an overview of a meeting with the Finance Committee in regards to the proposed Department of Natural Resources. Key points were:

- That a 2010 trial of using the Harbormaster as Asst. Shellfish Constable and vice versa was executed on a temporary basis and deemed effective, but for some reason this practice was not continued. He states that this may be a good current strategy;
- That in general it would be better to have the Harbor and Shellfish Departments work more closely together;
- Possibly Town should put both Departments together down at the Owen Park Harbor Building;
- The effort is to work towards a Department of Natural Resources but to do it incrementally, achieving the benefit at a cost savings to the Town.
- Use of possible outside consulting could help with the transition, in defining the Departments mission and responsibilities.
- Possible addition of a full time administrative position rather than the current half-time in the harbor budget, and that funding for that could also come from the Shellfish staffing plan, which could help with administrative and grant-writing, etc. without additional cost to the Town;

- Focus on staff being cross-trained to both departments (Harbor and Shellfish), for purposes of increased staff coverage in both departments.

Motion: that the Selectmen approve the Town Administrator to work with the Finance Committee and any other Town resources to move forward the plan to have the Harbor and Shellfish Departments work together as a Natural Resources Department. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

Jay Grande asks if he can re-start the Harbormaster Search Committee, and the Selectmen agree.

Motion: To allow Town Administrator Jay Grande to re-engage the Harbormaster Search Committee. *Melinda Loberg moves, Tristan Israel seconds, motion passes unanimously 3 ayes, 0 nay, 0 abstentions.*

Personnel Committee Update: Jay Grande informs the Board that Bill Brown of the Personnel Committee has had to step down, and the Selectmen agree to send him a letter to thank him for his long service.

Town Report Award: Jay Grande informs the Selectmen that Tisbury is one of three small communities in Massachusetts to win an award for last year's Town Report, executed by former Administrative Assistant Aase Jones.

Environmental Partners Wastewater Contract: Jay Grande explains that this is an effort towards long-range planning and extension of the current wastewater system, and that the funds for this project come from the Wastewater Enterprise Fund. He explains that the Selectmen would need to authorize the expenditure. General discussion ensues, and covers topics such as the difference between Wastewater Planning and Sewer Advisory and the overall topic of expanding the Wastewater system.

Motion: to approve signing the Environmental Partners / Wastewater Planning Contract. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

MVC Grant Support Letter: This item is cancelled, as letter is found to be unnecessary.

APPOINTMENTS / COMMITTEES:

Waterways / Harbor Planning:

Jay Grande asks the Board to designate term commitment for Waterways/Harbor Planning committee. He outlines the makeup of the committee and reads the list of potential appointees

Discussion ensues regarding the appointees. Roger Moffatt is introduced and is interviewed by the Selectmen. He states that he lives in Tisbury and has a background in healthcare.

Jeff Canha is introduced, states he is a lifelong residence of Tisbury, and family has been in Tisbury for 5 generations, and that he is a commercial fisherman.

Phil Hale, owner of MV Shipyard is introduced, and states that although he is a local business owner, he would like to stand as a member at large.

Discussion with the candidates ensues.

Motion to accept the first five appointees, Passes unanimously.

Beautification Committee: Dawn Braasch is introduced as a candidate for appointment to the Beautification Committee.

Motion: To appoint Dawn Braasch to the Beautification Committee. *Tristan Israel moves Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

Council on Aging: Edward Sternick is introduced as a candidate for the Council on Aging, and states that he has an extensive background in aging and healthcare.

Motion: to appoint Edward Sternick to the Council on Aging through June 30, 2019. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

Shellfish Advisory Committee: Danielle Ewart, Shellfish Constable, explains structure and appointments to the Shellfish Advisory Committee. She explains that in 2009 the Selectmen decided on a 7 member committee plus an alternate, and that in 2013 two of the members resigned. The alternate then became a full time member but the committee is still missing a full time member NOTE:

Committee was in fact missing two full time members due to the recent resignation of Doron Katzman (BL note).

Ewart suggests putting the alternate into one vacancy and appointing John Kollet to the other position, with John Custer appointed as the alternate. Jay Grande notes that to have an alternate fill a position on a permanent basis it needs to be brought to the Selectmen for approval.

Motion: to appoint through June of 2017 Jackie Willey and John Kollet to the Shellfish Advisory Committee, and John Custer as an alternate to the Shellfish Advisory Committee. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

PH: for the 1st time I was asked to do a couple of online comm to do confl of interest.

Mr. Moffat: move and sec. and

Mr. Canha motion fails, no second

BL TI and ML go for staff resource.

Phil Hale, moved and unanimous.

Til June 30 2018,

ML; mission statement will be complete next week.

There will be a workload with this committee and you must go to Town clerk to be sworn in.

TI: I wd like to see the HM on the comm. Til June 30 2018,

ML; mission statement will be complete next week.

There will be a workload with this committee and you must go to Town clerk to be sworn in.

TI: I wd like to see the HM on the comm.

Check timing

Declaration of Emergency for Snow and Ice Spending, Department of Public Works:

The topic of snow removal is revisited with the request from DPW Director Ray Tattersall to have the Selectmen declare an Emergency for Snow and Ice Spending, which is required in order to spend over the amount budget for these services in the current fiscal year.

Community Preservation Committee, Re: Spring Pond Dredging Funds Return.

Jay Grande gives background on the request and states that it is a very worthy project on many levels but we don't have the money to do the entire project, costs for which grew beyond the initial assessment.

States that this is an example of where, if Town had a Natural Resources Director, they could follow up on grant opportunities and do the project as a cooperation with the CPC.

Motion: To return the funds allocated through the Community Preservation Committee for the Spring Pond Dredging Project back to the Town's General Fund. *Tristan Israel moves, Larry Gomez seconds, motion passes unanimously: 3 ayes, 0 nay, 0 abstentions.*

Departmental Budget Reviews – Building Department:

Departmental Budget Reviews – Emergency Management Department

Departmental Budget Reviews – Ambulance Department

Departmental Budget Reviews – Information Technology Department

Departmental Budget Reviews – Shellfish Department

Departmental Budget Reviews – Harbor Department

Departmental Budget Reviews – Zoning Board of Appeals

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LG any time lines that we want?

Town Report Award

DEPARTMENT / COMMITTEE REPORTS

Departmental Budget Reviews

Department of Public Works, Snow and Ice

CPC Re: Spring Pond Dredging Funds Return

DISCUSSION

Sewer Advisory Board Abatement Meter Policy

Warrant Articles

BUSINESS LICENSES

Class II Auto Dealer Licenses:

- Auto Europa
- McCurdy Motorworks

ADMINISTRATIVE SESSION

Budget reviews ML intros topic and starts w bldg. dept.

Ha

ML: has fin com seen this? JK no not yet.

Kb biggest expense other than professional services is the dept vehicle, and it is 13 years old , we target repairs as necessary, I think we can get another 5 years out of that vehicle at least. We had moved over 3500 vehicles out of this town before we stopped doing t

TI: Part time seasonal ?

KB: 166,716 is salaries, then 8465 is all the rest.

JG: maybe we can get a recommendation for replacement schedule? From a mechanic.

It wd have to be compliant wit the greener communities agreement you approved.

JG: capital budget wd need to be pushed out 10 years but we can do that.

KG excused.

ML: We approve the constable budget. Budget is exactly the same as last year. Good job.

ML: zoning bd is a little higher? Any comments?

JK: its all salaries

DE:

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TI: travel 300 – 500 is there more travelling?

DE: I was thinking about attending more conferences this year.

TI: Equip is 400 to 650

De: for all my gear

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Emergency Mgt. went down.

Ambulance TJ: I went over my budget w SK line by line, and moved things around and operationally went up only \$70. The biggest jump is overtime, we have to offer the open shifts to a union person first for sick and holiday time. Prior to this we were used to offering it to people on a per diem.

ML : I would like to have fire open up a conversation with the union to see if we can lower some of these costs.

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TI: it is just frustrating that in 2010 we had a budget of 288,924. And now in 2018 we have a budget of 644,386.

JG: we also need to ask these dept for any warrant articles that may increase the overall expenses, so we need to hear about them they are due to

JK we need to go over the revenue that some of these departments bring in

TJ: this year we brought in \$*** last year we brought in \$*8

ML: we are constrained by State standards to come up with resources to handle it.

TJ maybe we can make changes to cover 24 hr personnel, I don't know if you can do that with union negotiations.

ML: there is something called impact bargaining.

ML: IT is next.

HR: It budget operationally went down a bit. Just over 11,000. What make s that up is me doing 100% of the work inhouse,

What makes the budget go up is that now It has taken over all the cells and all the telecommunications departments.

Other increase wd be for software we had some department specific software , however we now have subscriptions for backup software, and seamless docs, which we didn't have before,

LG do we have licensing ?

HR:

That is a big increase, also the band upgrades and modems, I have upgraded some of them.

It really hasn't increased too much other than taking in all the telecommunciations etc.

JG on the 24 the finance director will be giving a report.

JK: Heidi's budget is still in flux and by FY19 should be more concrete.

Heidi is cong by BoS & Jon Snyder for being dumped into budget

John Crocker is introduced:

You'll see a substantial decrease in dept head, and we are going to tneed some more enforecemt this summer and so I put the saving s for the dept head and put them into the part time seasonal.

I increased advertising for signage in Tashmoo, for the no-anchoring areas, etc.

TI: I do think ** where we need you and Danielle **

JK: I want to note that John's dept brings in revenue

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Budget discussion is concluded.

Abatement meters Policy:

ML intros topic and references draft policy in the selectmen's correspondence.

TI: we had conv. At the Water dept at one point and when those readings were taken seems to have been germaine . H ave you given any thought to this?

RT: there wil be tags, and if they remove them in the winter we read them then they can store them.

There have bee na lot of flaws with this system.

LG I want to make sure these inspections get impletmented .

RT: the guys go out and inspect stuff anyway, so there is downtown at the plant and this is part of their job.

JG: do you want to include the words that dictate the type of meter and approve the location of the installation.

TI: so there are water meters too, correct?

JG: some are in inaccessible locations, and some of them have morphed into other uses, so if we just get the language in here and the policy approved that would help.

ML: The

JG: so when it says the DPW representative,

RT: it will be a staff member,

ML: and it will be the staff member who is going out to read the meter.

JG: you need to develop a policy and procedure for this.

ML: quote the language in the policy to say there is no mechanism to estimate water use based on the lack of a functioning meter.

RT: If there is a meter

The basic assumption was that having an abatement meter was a privilege. For people who used a lot of water for another reason. If the meter is tampered with it is the owners responsibility to come to us.

I think the last sentence should come out, because you will end up missing not only the revenue from the last quarter but also the next quarter.

Motion to approve with the deletion of the last sentence in section 5. Ti/LG passes unanimously

Warrant articles: JG there are a number that

RT: new fuel system at the DPW that lets us know how much fuel each vehicle is using.

Other items include a new backhoe, at 110,000

Sander, dumptruck,

Funds would be taken from the stabilization funds but we need the approval from finance

JG: at the final committee they talked about the repair costs going up at the police department, and now you are talking about repairs here

So what are we talking about with repairs here? Lighting beach road to match bridge, the lighting is so bad it is falling apart. I am working with Jane Varkonda on that to move the lights to the other side, since we need approval to dig.

TI: about the new fuel system how would that work?

RT: we are looking into a key fob system where they would hold up a key fob and get their fuel and it will be recorded for that vehicle.

Would like to replace the building at Veterans park?

TI: why can't we use CPC funds with that?

RT: we can do that.

I am working with Ben Robinson on that.

Just to store out landscaping equipment up there. We are running out of room, and starting to leave equipment outside and we don't want to do that.

We'd like to get replacement street lights in downtown,

Business licenses: Regarding McCurdy Motorworks ML asks about special permit through the public

Motion to approve AutoEuropa Ti/LG pass unanimously

Motion to approve McCurdy Lyle Lane Ti/LG passes unanimously

Motions:

Cr gd robyn lopes beaulieu jan 17 to june 30 2017 pass

DPW Gordon brown rate change approved effective date 11/21/16 LG/ML pass

DPW Neil Estrella eff nov 21 2016 LG/TI pass
DPW Nicole Collito effective nove 14 2016 pass
PD Scott ogden, effect. TI/ LG pass
PD Chris Habekost Sgt. Effect. Oct 24 2016 pass unan
Cahterine fuller effect LG/TI pass
Auditor Scanlon approve TI/LG pass
Payrolls & warrants approved
Motion to adjourn 8:01

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