

**TISBURY BOARD OF SELECTMEN MEETING MINUTES**

**Tuesday, October 1, 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, Jeff Kristal, James Rogers

**Others Present:** John Grande – Town Administrator, Alexandra Kral -Executive Assistant, Mark Saloio, Jon Snyder, Danielle Ewart, Laurie Clements

**CALL MEETING TO ORDER**

**TOWN ADMINISTRATOR**

Daedalus Agreement

Town Administrator informed Board members that Deadalus Firm has been selected as an Owner's Project Managers for Tisbury School project. The agreement with the selected firm is being reviewed by Town counsel and the attorney for Deadalus. The Tisbury School Building Committee is meeting at 5PM tomorrow to discuss the OPM contract as well as RFS for architectural services.

The contract price for the OPM is \$160,000. No motion is required at the moment. Agreement with the designer once selected will come back for selectmen's approval.

Applied Coastal Engineering Agreement

The Town Administrator presented an agreement with Applied Coastal, consulting firm that will be working with the town on the CZM Grant. He recommended that Board approve the agreement.

***Member Rogers made a motion to allow the Town Administrator to sign the contract. Member Kristal seconded. The motion was unanimously approved.***

Designated Port Area

The Town Administrator stated that further assessment is necessary to see if designated port area would be beneficial to the town and asked if Board Members are interested in potentially pursuing this route. Member Rogers asked what the limitations are of becoming a designated port area? One of the biggest limitations would be to permissible use, with only 25% of any parcel allowed to be not marine industrial use while remaining 75% will be restricted to marine use only. This process will allow Town to look further into the area and identify any potential changes. Member Rogers asked if Town would be required to change existing zoning regulations for that area. Member Kristal inquired about potential benefits from receiving DPA designation. Town Administrator offered to return to the Board at the later meeting with more information on the potential impacts of the DPA designation.

**APPOINTMENTS**

Short Term Parking Task Force: Jeff Kristal, Cheryl Doble, Mark Saloio, David Ferraguzzi, Kirk Metell, Michael Lewandowsky

***Member Kristal reported on the work of the committee. Member Rogers made a motion to reappoint the individuals listed to a Short-Term Parking committee until December 31. Member Loberg seconded. The motion was unanimously approved. Member Kristal abstained.***

Full Time Patrol Officer: Edward St. Pierre.

***Police chief presented the applicant and requested that he be appointed. Member Kristal made a motion to appoint Edward St. Pierre as a full-time patrol officer starting October 21<sup>st</sup>. Member Rogers seconded the motion. The motion was unanimously approved.***

**DEPARTMENTAL/COMMITTEE'S REPORTS**

Animal Control Officer Update: Fencing

The Animal Control Officer was not present at the meeting. The Town Administrator informed the Board members of the Sandy Paws proposal to provide material and pay for installation of the fence around Town Kennel.

**Member Kristal made a motion to sign contract. Member Loberg seconded. The motion was approved. Member Rogers abstained.**

Finance Division: Financial Update

Jon Snyder, Finance director stated that the Tisbury finances are currently in a pretty stable position. The Department of Revenue authorization allowed the Town to deficit spend in order to address the current situation at the Tisbury School. The Stabilization fund will be used to cover the cost of necessary services. The Stabilization fund will need to be replenished later. Mr. Snyder voiced his expectation that new school project will increase taxes. Mr. Snyder also mentioned that the cost of high school renovation project will also have a significant financial impact on the Town.

Mr. Snyder asked for Board support to invite the DOR to review financial procedures in Tisbury and possibly make recommendations on how to improve and perfect existing practices within the Finance Department. Mr. Snyder expressed his hope to complete water and wastewater billing transition and to go live before the end of this month. Mr. Snyder also informed Board Members that capital planning and budgeting process has been started, draft financial policies were presented to the Town Administrator and his treasurer certification was successfully passed.

**Member Kristal made a motion to invite DOR to review Town's Financial Policies. Member Rogers seconded the motion. The motion was unanimously approved.**

Shellfish Department Update: Scallop Season Dates; Aquaculture Regulations

Danielle Ewart was present at the meeting to present proposed Scallop Season dates to the Board:

Saturday October 19th Recreational outside the Lagoon and Tashmoo and the harbor.

Monday October 21st Commercial outside the Lagoon and Tashmoo and the harbor.

Saturday November 2nd Recreational Lagoon Pond

Monday November 4th Commercial Lagoon Pond

Saturday November 30th Recreational Tashmoo \*\* No dragging

Monday December 2nd Commercial Tashmoo \*\* No dragging

Member Loberg asked how opening dates coincide with the Town of Oak Bluffs. Ms. Ewart stated that determination for opening dates is made by reviewing the tides. Town of Oak bluffs is scheduled to open one week later. Ms. Ewart also added that she does not anticipate any early closings this years

Member Loberg state that Board should address all received commercial shellfishing applications before the opening of the season. Town Administrator recommended that shellfish constable provide the Board with a determination of application's completeness and applicant's eligibility for hardship prior to the special meeting that will be scheduled in order for the Board to be able to act on the received applications.

Ms. Ewart stated that the aquaculture regulations were further revised after review with a state. Board Members asked for marked up version of the document to show actual changes. The public hearing has already been closed. Ms. Ewart stated that the proposed edits do not substantially change the proposed document.

**Member Kristal made a motion to approve proposed scallop dates. Member Rogers seconded the motion. The motion was unanimously approved.**

**DISCUSSION SESSION**

Community Preservation Applications

List of all approved projects has been received. Final applications are due by October 4<sup>th</sup> 4PM.  
Kirk Metell, Acting DPW Director, highlighted the projects he submitted for the CPC funding such as veterans park parking lot, town landing restroom, town benches , renovation of band stand in Owen Park.  
Hilary Conklin, Town Clerk, has submitted the request for funding for records preservation  
John Crocker, Harbormaster, submitted request for \$150,000 to assist with necessary repairs to the Owen park pier. The project is estimated at total of \$900,000.  
Town Administrator submitted funding request to replenish housing trust and establish financial assistance revolving fund to assist with construction of accessory apartments or to assist first time homebuyers.

Old Fire Station Lot

Relative complete streets project will be out to bid shortly. The parking leases for old fire station lot will expire on October 31<sup>st</sup>, 2019. With Short-Term Parking Task Force reviewing possible parking uses for that lot the Board must determine if they wish to continue leasing of the lot as was done in prior years or discontinue the practice. The largest lease holder already stated that they are not planning to renew their leases.  
**Member Rogers made a motion to allow month to month parking or whole period parking from November 1<sup>st</sup> to May 1<sup>st</sup> at a \$100 per month rate. Member Kristal seconded the motion. The motion was unanimously approved.**

**ADMINISTRATIVE SESSION**

Payroll #09/26/19 \$339,874.79

**Member Kristal made a motion to approve payroll as stated above. Member Rogers seconded the motion. The motion was unanimously approved.**

Bills Payable #09/24/19 \$615,132.49

Bills Payable #09/17/19 \$258,003.42

**Member Kristal made a motion to approve bills payable as stated above. Member Rogers seconded the motion. The motion was unanimously approved.**

**PROSPECTIVE MEETING AGENDA(S)**

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

**EXECUTIVE SESSION**

Vote to go into Executive Session pursuant to M.G.L. c. 30 A, Sec. 21(a) 3. To discuss strategy with respect to collective bargaining (general union) and litigation if an open meeting may have a detrimental effect on the bargaining or litigating position of the public body;

**Not to reconvene in open session**

Roll call vote:

James Rogers - Aye

Melinda Loberg – Aye

Jeff Kristal – Aye

**MEETING ADJOURNMENT**

Respectfully submitted by

Alexandra Kral

DocuSigned by:  
*Melinda F. Loberg*  
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Melinda F. Loberg  
Chair

DocuSigned by:  
*James Rogers*  
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James J. Rogers  
Vice Chair

DocuSigned by:  
*Jeff kristal*  
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Jeff Kristal  
Clerk