

## **TISBURY BOARD OF SELECTMEN MEETING MINUTES**

**Tuesday, April 7, 2020 at 4:00 PM**

Tisbury Town Hall, Katherine Cornell Theater, 51 Spring Street, Vineyard Haven

Melinda F. Loberg; James Rogers; Jeff Kristal

**DUE TO THE TOWN'S EFFORTS TO PREVENT SPREAD OF COVID-19 THIS MEETING WAS NOT OPEN TO THE PUBLIC BUT LIVESTREAM OF THE MEETING WAS VIEWABLE ON CHANNEL 15 AND VIA ZOOM MEETING ID: 193 930 818**

**Members Present:** Melinda Loberg, Jeff Kristal, James Rogers

**Others Present:** John Grande – Town Administrator, Alexandra Kral -Executive Assistant, Jon Snyder< John Schilling, Danielle Ewart, John Crocker

### **CALL MEETING TO ORDER**

### **DISCUSSION SESSION**

#### Host Community Agreement: Main Street Medicinal

Town Administrator presented highlights of the proposed host community agreement: \$20,000/year will be contributed to affordable housing, \$2500 to the non-profit designated by the town, impact fee will be set at 3%, grant of an easement for mechanic street in response to towns concerns regarding traffic and emergency access.

Jon Silverstein added that applicant agreed to continue payments in excess of 3% even if future legislature will not require said payments.

Member Kristal raised his concern over previous Host Community Agreement being referred to MVC by the Planning Board.

Member Rogers asked what's the reasoning for the referral.

Member Loberg suggested that Planning Board is trying to establish appropriate process for review of marijuana establishment proposals. Planning board voted to refer Patient Centric proposal to MVC last Wednesday.

***Member Kristal motioned to draft a letter to MVC asking to refer project back to the town. Member Rogers suggested an edit to the motion to letter to planning board with copy to MVC. Member Kristal seconded. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

***Member Rogers motioned to authorize Town Administrator to sign Host Community Agreement with Main Street Medicinal. Member Kristal seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

### **DEPARTMENT & COMMITTEE REPORTS**

#### Finance Director Snyder: Fiscal Report, Revenues, Tax Payment Calendar & Department of Revenue Alternatives, Waivers and Recommendations

Jon Snyder, finance director, presented a brief financial report. According to Mr. Snyder the Town finances are intact and the impacts of COVID-19 crisis won't be visible until later time. Mr. Snyder asked for Board's approval to postpone tax due date from May to June.

***Member Kristal motioned to allow postponement of the tax due date. Member Rogers seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

Mr. Snyder asked if Board is willing to waive interest and penalties for bills with a due date on or after March 10 if they paid by June 30.

***Member Kristal motioned to waive interest and penalties for municipal bills with a due date on or after March 10 if they paid by June 30. Member Rogers seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

Mr. Snyder stated that there are options that are available to the town to borrow against future revenues in order to cover any anticipated expenses or Budget shortages.

Mr. Snyder also stated that the drop box was installed outside of Town Hall for any incoming correspondence.

#### Personnel Director Grande: COVID-19 Related Personnel Policies and Directives, Temporary Positions.

Town administrator informed Board members of the adopted Teleworking policy. Temporary emergency hires are not ready to move forward. Board Members asked if there has been any feedback on teleworking policy from Town Staff. Town Administrator stated that he will solicit feedback from staff during Thursday department head meeting.

### **PUBLIC HEARING**

#### **5:30PM Continued Public Hearing to review and consider an Aquaculture License Application by Noah Mayrand**

Member Loberg stated that the Board continued the Hearing for written comments only. Board Members reviewed received letters of support and letters of concern. Proposed location has been a central concern. Member Loberg requested a motion to close hearing.

***Member Kristal motioned to close public portion of the hearing. Member Rogers seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

John Crocker informed Board members that in order for the applicant to carry out his operations as proposed the Board will need to give him a permission to use two town moorings. Shellfish constable stated that she is concerned over the equipment that applicant is proposing to use as it is not permitted within regulations. Noah stated that the regulations do not explicitly prohibit the use of the proposed equipment.

***Member Kristal motioned to conditionally approve and authorize Town Administrator to sign aquaculture license and authorize applicant to utilize two town moorings, subject to review and approval of the Harbormaster. Member Rogers seconded the motion with addition that the moorings would be released back to the Town if and when the proposed operation ceases. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

Member Kristal stated that Board should to clearly define areas in Town waters where they are willing to allow for aquaculture business to commence and continue to work on the regulations.

### **UPDATES DECLARATIONS & ORDERS IN RESPONSE TO COVID-19 PUBLIC HEALTH CRISIS**

#### **COVID-19 Shelter in Place Order**

No new cases of COVID-19 were reported.

Board Members discussed future Town events: Memorial Day Parade, Town Picnic and Beach Road Festival.

***Member Rogers motioned to cancel March to the Sea, Memorial Day parade, Town picnic, and Beach road festival.***

Member Loberg suggested rescheduling Memorial Day Town Picnic for a Labor Day instead.

Town Administrator suggested to consult with school and veteran's agent regarding possible alternative plans for Memorial Day Parade and March to the Sea.

***Member Rogers amended his original motion to cancel only Beach Road Festival and Memorial Day Picnic. Member Kristal seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved***

#### **COVID-19 Construction & Jobsite Order**

Member Rogers expressed his concerns with appropriate social distancing at the Town's grocery stores. Board of Health is monitoring the situation and trying to educate grocery store owners and workers on safe practices.

Member Kristal stated that a working group is developing the return to work guidelines for small crews.

### **TOWN ADMINISTRATOR REPORT**

Update Fire Chief and Assistant Fire Chief Recruitment and Hiring, Interview Panel: Personnel Director, Human Resources Director and Member of Board of Selectmen

Town Administrator informed Board that the Personnel office has ~~been~~ receiveding one applications for the fire chief position. ~~Needs~~ He requested a representative of the Board to work together with Town Administrator and Personnel Assistant to participate in the hiring process. Town Administrator got disconnected from the zoom meeting.

**Member Kristal motioned to appoint James Rogers as a Board's representative in the hiring process.**

**Member Loberg seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved**

Member Rogers asked that the assistant fire chief position gets posted as soon as possible.

Member Loberg wanted to revisit assistant fire chief job description.

Update Local Building Inspector Recruitment and Hiring

Town Administrator informed Board Members that there is a finalist for Local Building Inspector position - Justin Lucas.

**Member Rogers motioned to authorize Town Administrator to engage in hiring process. Member Kristal seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved**

**ADMINISTRATIVE SESSION**

Daedalus OPM Contract Amendment, Additional Services for Environmental Remediation

**Member Rogers motioned to authorize Town Administrator to sign OPM Contract Amendment. Member Kristal seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved**

Minutes Approval: 10.15.19,10.19.19;10.29.19,11.12.19;11.19.19;12.3.19;12.16.19

**Member Kristal motioned to approve minutes stated above as revised. Member Rogers seconded the motion. Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye. Approved**

**PROSPECTIVE MEETING AGENDA(S)**

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

Board of Selectmen asked if it would be possible to coordinate joint meeting with Board of Health on Tuesday April 14<sup>th</sup> at 11 AM.

**MEETING ADJOURNMENT**

**Roll Call Vote: Melinda Loberg -Aye; James Rogers-Aye; Jeff Kristal-Aye.**

Respectfully submitted by

DocuSigned by:  
Alexandra Kral

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