

**TISBURY BOARD OF SELECTMEN MEETING MINUTES**

**Tuesday**, November 19, 2019 at 4:00 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

**CALL MEETING TO ORDER**

**APPOINTMENTS**

Natural Resources Committee: Laura Rose, Roger Moffat

**Member Kristal motioned to establish 3 alternates to the Natural Resource Committee. Member Rogers seconded the motion. The motion was unanimously approved.**

Laura Rose was interviewed during prior meeting. Roger Moffat introduced himself to the Board and gave a brief background of his prior involvement with the Town.

**Member Kristal motioned to appoint Roger Moffat as a full-time member of the Natural Resource Committee. Member Rogers seconded the motion. The motion unanimously approved.**

**Member Kristal motioned to appoint Laura Rose as an alternate member of the Natural Resource Committee. Member Rogers seconded the motion. The motion was approved.**

Board Members requested to advertise two available positions for alternate members on the Natural Resource Committee.

**LICENSES**

Environmental Partners Update: Update Wastewater Treatment and Collection System, Roads & Stormwater

Mark White and Bob Rafferty from the Environmental Partners were present at the meeting.

Mr. White informed Board Members that Town's wastewater treatment facility is close to its capacity. Permitted flow is 104,000 gallons per day. Remaining capacity 690 gallons per day. By making some adjustments to the plant the Town might be able to expand to 140,000 gallons per day flow.

Achieving this increased flow capacity of the existing treatment system will require that modifications be made to the SBR aeration system, decant system, pre- and post-SBR equalization tanks and other improvements, all of which are under design now

Effluent disposal for this additional flow can be accommodated by the existing effluent disposal beds. A pilot study completed last year demonstrated the ability of the beds to take a higher infiltration rate, therefore flow. DEP agreed with the findings of the study. A DEP Groundwater Discharge Permit Modification will be required to make this final. The State Road Sewer District was targeted for this additional flow. The District was delineated on the basis of properties that are currently developed and that would generate an estimated 36,000 gpd of maximum daily flow at their current use. No accommodation was made for changes in use or for vacant properties. State Road Sewer District - Estimated Wastewater Flows. Effluent disposal will be through the existing leach fields. A pilot study completed last year demonstrated that the leach fields can accommodate a higher infiltration rate, therefore flow. DEP agreed with the conclusion of the pilot study, and will require a Groundwater Discharge Permit modification to increase the infiltration rate to 140,000 gpd. Infiltration rates greater than 140,000 will require additional work with DEP. Wastewater flow from these developed properties was estimated based on water use records and, where water use records are not available, from Title 5 or other standards. There are 67 developed properties and 5 vacant parcels in the State Road District.

Member Rogers expressed his opinion that allocation should be directed to downtown first.

Member Kristal asked on the state of permits for the expansion work.

Mark White stated that required permits will be submitted for in January.

Member Rogers asked what will happen if state road residents won't connect to the sewer system

Member Loberg stated this issue is under review of the sewer board.

Member Rogers wanted to make sure that public input is included in decision making for state road expansion.

Member Kristal asked for a cost analysis to be developed for expansion beyond the 140,000 gpd.

Member Kristal also asked if there a possibility for assistance program to be developed to be available for homeowners to bring the septic system to higher standard.

Kirk Metell provided update on the roads: 3 contractors handling snow plowing and 1 contractor responsible for the snow removal.

DPW is working closely with Environmental Partners on the road pavement projects.

Member Rogers asked to see comprehensive road plan .

The Town received \$150,000 MassDEP Sustainable Materials Recovery Program Municipal Grant.

**Member Kristal motioned to send a thank you note to Beth Tessmer for applying and securing those grants.**

**Member Rogers seconded the motion. The motion was approved.**

## COMMITTEE REPORTS

### Short-Term Rental Task Force: Recommendations for Action

John Schilling was present at the meeting on behalf of the Short-Term Rental Task Force. Chief Shilling stated that fees received from short-term rental registration process can be a great added revenue stream for the town. The Task Force recommended engaging outside firm to provide enforcement software and solutions.

**Member Rogers motioned to develop Request for Proposals for short-term rental enforcement software and solutions. Member Kristal seconded the motion. The motion was approved.**

## PUBLIC HEARING

### 5:00 PM Public Hearing to discuss the classification of the tax rate and the allocation of local property classes for FY2020.

Member Kristal read out public hearing notice.

Assistant Assessor Ann Marie Cywinski and Board of Assessors Member Cynthia Richard were present at the meeting. Ms. Cywinski informed Board Members that currently residential exemption is set at 18% and commercial shift at 0%. Jon Snyder provided comparison table showing how the residential exemption and commercial shift affects the tax bill for a house with a value of \$621,400.

Mary Ellen Larsen spoke in support of 18% residential exemption

Josh Goldstein, Bob Breath, James Hale and Phil Hal spoke against commercial shift

Larry Gomez asked Board Members to keep commercial shift at 0%.

Member Kristal motioned to close public hearing. Member Rogers seconded the motion. The motion was approved.

**Member Rogers motioned to keep 0% commercial shift. Member Kristal seconded the motion. The motion was unanimously approved.**

**Member Rogers motioned to continue with 18% residential exemption. Member Kristal seconded the motion. The motion was unanimously approved.**

## TOWN ADMINISTRATOR REPORT

### FY-2021 Budget: Capital Budget and Financial Articles, Community Preservation Committee & Embarkation

Following ATM articles are under preliminary discussion: capital stabilization fund, decorative streetlights for beach road project, affordable housing trust, Tisbury School, Town Hall, Police Station, Road Improvements

Jon Snyder presented an updated capital budget item. Financial information for High School was not available yet .

## DEPARTMENTAL REPORTS

### **Member Rogers excused himself at 6:03 PM**

### Finance Director, Other Post Employee Benefits & Revenues

OPEB is the town's future liability for health insurance for retirees. We have just received our biennial actuarial study, estimating the present value of that liability. As of 6/30/19, it is \$31,800,000.

Tisbury School OPEB is funded through the town budget – school employees are town employees. The High School OPEB is funded through their budget assessment to the towns. The superintendent's office OPEB is

turned through the elementary schools and high school. The superintendent does not assess the towns directly.

Stabilization at 10% of the budget would be about \$3 million. Current balance after the \$450,000 article and the \$1.5 mm article will be about \$1 million, so we'll need \$2 million to rebuild it.

Mr. Snyder suggested we should not raise and appropriate funds to rebuild the stabilization fund. An article to raise and appropriate for the stabilization fund would have to be on an override. The free cash should be used to rebuild the stabilization fund. There is no exact number on free cash yet – that usually is certified in late January.

**ADMINISTRATIVE SESSION**

Payroll #11/14/19 \$126,391.77

Payroll #10/31/19 \$128,017.41

Payroll #11/07/19 \$403,276.26

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

Bills Payable #11/05/19 \$437,743.75

**Member Kristal motioned to approve Bills Payable as stated above. Member Loberg 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:

**Hunting – Post notice at the dog park that hunting is ongoing.**

**Agenda for December 3<sup>rd</sup> acceptance of pump out**

**December 3<sup>rd</sup> will be public hearing for alcohol special one-day license regulation.**

**December 4<sup>th</sup> regular meeting.**

**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 police union) if an open meeting may have a detrimental effect on the bargaining position of the public body;

**Not to reconvene in open session**

**MEETING ADJOURMENT**

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

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*Jeff Kristal*  
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Jeff Kristal  
Clerk