



Town of Tisbury
Office of the Town Administrator/Personnel Director
51 Spring Street, P.O. Box 1239
Vineyard Haven, MA 02568
(Tel. 508-696-4203)

TOWN ADMINISTRATOR QUARTERLY REPORT

July - August 2021

Looking back over the last three months there are too numerous meetings and activities to list. Hopefully, the following report provides some insight into the variety of work activities that go on. In my role as Town Administrator, I serve in the pivotal role coordinating and managing the town's work agenda and work program. I know realize it appears daunting but assure you the work is very interesting. I get to interact with numerous individuals routinely in order to move things forward.

The Town successfully held Town Meeting and local elections in June, albeit late due to COVID 19 Pandemic. The coordination of Town Meeting involved the coordination of multiple departments and set up of outdoor tents, audio equipment and stage so that the town's business could be conducted. The weather cooperated and the town's business was completed expeditiously over the weekend with strong attendance.

Both Town Meeting and local election showed strong support for the Tisbury School Renovation and Addition Project. Both the School Committee and Select Board did not let the dust settle and began moving into the next phase of this project. I have worked directly on the bid solicitation and contract for the demolition and removal of structures at 55 West William Street for the placement of the temporary school facility. The structures are scheduled to be demolished and removed before September 30, 2021. The present residential structure is not salvageable and condemned and ordered to be removed. I have also coordinated staff and consultant, Tappe', on the evaluation of alternative interim school layouts which are now ready for review. I am working closely with the Tisbury School Committee and Select Board on the procurement process, CM-at Risk, and the filings to get authorization to utilize this method. I am also working with bond counsel and Finance Director on capital cash flow for the project and schedule for borrowing, bonds both short term and long term.

Town Meeting also approved funding for Planning Board staffing and the Master Plan. I was pleased to assist the Board with this effort. I

would like to report that the Request for Qualifications for a Consulting Team to assist the Town with the development of the Master Plan has been completed. This solicitation is going out this month with the goal of having the plan underway this fall.

Town Meeting also approved the authorization of the Select Board to file Special Legislation to eliminate the mandatory retirement age for fire personnel, which today is age 65. We believe it is in the best interest to retain personnel that have acquired so much knowledge and specialized certifications over the years and not lose this expertise, due to arbitrary age that mandates retirement. Replacing these individuals is difficult and unnecessary in those situations when the individual still has interest and the physical capacity to continue working.

I have been working closely with the Vineyard Haven Harbor Cultural District and Vineyard Haven Business Association to celebrate the Town's 350th anniversary. The celebration is being incorporated within existing events this summer. The Town will have a birthday celebration at Veterans Park, Sunday, September 19, 2021. There is also a strong interest in donating to the Tisbury School Project. As part of the 350th. The plan is to permit businesses to sell 350th merchandise and the profits can be donated to the school project.

Several events have occurred, the Beach Road Weekend Music Festival, First Fridays, Sounds of Martha's Vineyard and Soul of Sonoma. These events do involve planning and support from town departments to the extent necessary. We have seen an increase in visitors to Vineyard Haven.

The Town also executed a three-year Memorandum of Agreement with the Martha's Vineyard Museum. This details communications, expectations and duties and responsibilities of both the Museum and Town for future special events at the Museum. The Museum is hugely successful. Tisbury is pleased to be the host community for the Museum.

At the close of the fiscal year the town received state reimbursements and extensions on existing grants.

The Complete Street Grant extension request was approved. The Town has been reimbursed for expenditures for the completion of roadway improvements on Norton Lane and new multi-purpose pathway between Veterans Park and Old Fire Station Lot, which connects the park to Beach Street.

The Old Fire Station Lot has been paved and landscaping installed. The lot will become paid parking with a central parking kiosk for up to 25 parking spaces. This parking area should provide some relief to the parking shortage for downtown Vineyard Haven.

The Coastal Zone Management Grant extension request was approved. The Town has just received a third Coastal Zone Management Grant in the

amount of \$69,000. This is the third year in a row. The objective is to improve coastal resiliency for the downtown and waterfront areas of Vineyard Haven by developing a schedule of improvements and adaptation strategies.

The Town also received another grant award in support of the Vineyard Haven Harbor Cultural District. I worked with the steering committee to achieve this designation several years ago. I would just note that the partnership with the Vineyard Haven Business Association provide mutual support and very effective team in promoting Vineyard Haven.

I am also pleased to announce the completion of park improvements for the upper portion of Owen Park. The new landscaping, pathway and terrace area is wonderful. Community Preservation money funded these improvements installed by Public Works. I invited Camp Jabberwocky to join in a site visit to review the improvements and discuss the future improvements being considered for Owen Park. Our objective is to make the park more accessible and remove architectural barriers. The replacement of the Owen Park Pier, relocation and repair of the Natural Resources Building are the priority of need. Other needs are to tie in the wastewater to the municipal system. Also, repairs are need to the bandstand and improvements to bring this structure into ADA compliance.

Other announcements of note are the opening of the first Marijuana establishment, Patient Centric, at Mechanic Street. At a prior Town Meeting we submitted a warrant article adopting the enabling legislation to collect 3% of retail sale. A new revenue stream for the Town in addition to Short Term Rental funds. It is worth noting that the "Open.Gov" software is up and running and provides for the permitting and review processes for most licenses, permits and approvals to be filed and processed electronically by Applicants and Town Departments.

The Tisbury Police Department transition plan was implemented for the pending change in leadership at the Tisbury Police Station. The Interim Police Chief Chris Habekost and Temporary Lieutenant Bill Brigham have settled into their new roles and have attended and participated in several meetings I have had with residents and businesses. I am also pleased to report that the three-year Police Union Collective Bargaining Agreement is signed and now final.

The transition of the Human Resources functions to the Human Resources Office and Personnel Board is essentially complete. However, at the next available town meeting further changes may be required to the Personnel Bylaw and Human Resources Coordinator position.

The Harbor Patrol Boat contract was awarded, and the boat is under construction.

In other business, the following activities were taken up and completed.

Approved Beach Road Restaurant request to extend the end date for outdoor seating to April 1, 2022

Meeting with Tisbury Waterways Inc. at which I presented and provided an outline for a future Lake Tashmoo Watershed Management Plan with goals and objectives.

Ambulance Agreement with the Town of Oak Bluffs concerning transport of patients.

Completion of pump and tank replacement Beach Road

Evaluation and Assessment of MassDOT Beach Road Project impacts on town infrastructure and agreement between the Town and MassDOT on plan revisions.

Annual Audit Review.

Completion of all management and professional performance evaluations.

Contract for legal services for cable negotiations.

The provision for outdoor dining during COVID 19 is a positive. The recommendation is to extend the use of outdoor seating.

Issued One-Day Alcohol Licenses to various business, nonprofit and special events. Also, standard annual licenses for existing establishments.

Tisbury Plastic Bottle Bill Bylaw implementation and enforcement was postponed until after Columbus Day to allow existing businesses to use up their existing inventory considering the COVID pandemic.

Approved and submitted FY 22 CDBG grant application with Town of Oak Bluffs for housing rehabilitation and childcare services.

Annual inspections of the Tisbury School in advance of school opening.

Release of restriction as to the sale of land owned by Mink Meadows pursuant to MGL Chapter 61 B § 9.

Dog hearing and dog order.

Redirect of water department bleed hose.

CVECC Round 6 solar array and battery storage improvements for the Senior Center was filed and accepted.

Referral of Tashmoo Ave at Baylis Woods Petition for Road Acceptance.

Letter of Support for the Vineyard Power Wind Project.

Letter of support for the County American Recovery Plan Act Funding.

Letter of support to our bills before the General Legislature to establish transfer tax and for creation the Martha's Vineyard Housing Bank Funding.

Before the month ends on the current quarter the Town will have accomplished/completed the following.

Landbank agreement with the town to relocate trails over town owned land to Sailors Burying Ground.

The Transfer Station Agreement between the Town of Oak Bluffs, Tisbury and Brunos.

The Town continues to be mindful that we are still in a pandemic. Mask requirements are still in place. I have also directed staff, boards, and committees to conduct virtual meetings when proper social distancing cannot be achieved. Employee vaccinations as of this writing are not mandatory.

Moving forward into the next quarter the major activities, include but are not limited to the following: the Tisbury School Project, Capital Budgeting, Community Preservation, Embarkation Funds and the MassDOT Beach Road Project, Main Street Bump-outs, Five Corners, Union Street Parking Lot/VTA/Steamship Authority Hub, Water Main replacement and related road work. Owen Park Pier and Vineyard Haven Harbor Dredging. Land Acquisition DPW, New projects are Owen Little Way & Beach and Aquaculture Project in the Outer Harbor and Lagoon. DLS comprehensive review. Waterway Regulations are still at the Committee level but expect to receive them in the upcoming quarter to consider. Infrastructure upgrades for the Emergency Services Facility: Wi-Fi and Broadband.

Respectfully Submitted

John W. Grande
Town Administrator