



Town of Tisbury
Office of the Town Administrator
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TOWN ADMINISTRATOR REPORT

August 9, 2023

Appointments

Amy Upton - The Planning Board recommended a promotion of Amy Upton from Administrative Assistant to the Planning Board to Planning Board Administrator. The Planning Board is requesting you as the Employer to make the formal appointment.

John Cahill – This is a two-year appointment. The appointment was through December 2022. Until a successor is identified the incumbent is permitted to continue serving. I do not see anything that bars you from appointing through December 2025.

Public Hearing

Wastewater Capacity Management Policy – This will formalize and establish a methodology for assessing available wastewater capacity for our Wastewater Treatment Plant. Further, this will ensure compliance with the Town’s individual groundwater Discharge Permit.

Discussion and Votes

Agreement for Water/Wastewater Agency Response Network (WARN) – This creates a mechanism for mutual aid among member communities. The recommendation is to authorize entering into the agreement. The Town as a member retains absolute discretion as to the availability of resources.

Eversource Generator Deployment - Ronit Goldstein of Eversource will provide an overview and status update on generator deployment in Tisbury and island-wide.

Master Plan Petition – The petitioners are requesting that the Select Board vote to remove all plans on and alterations of private properties and business from the new Town of Tisbury Master Plan before it is recorded as public record.

MGL Chapter 41, Section 81D. EXCERPTS A planning board established in a town under section eighty-one A shall make a master plan of such town or such part or parts thereof as said board may deem advisable and from time to time may extend or perfect such plan.

Such a plan shall be a statement, through text, maps, illustrations, or other forms of communication, which is designed to provide a basis for decision making regarding the long-term physical development of the municipality. The comprehensive plan shall be internally consistent in its policies, forecasts, and standards, and shall include the various elements as provided in the petition you received.

Such plan shall be made and may be added to or changed from time to time, by a majority vote of such planning board and shall be public record. The planning board shall, upon completion of any plan or report, or any change or amendment to a plan or report produced under this section, furnish a copy of such plan or report.

My Comment and Recommendation are as follows:

COMMENT

The Planning Board has in our governmental structure as it exists today as an independent elected board the authority to undertake the current master plan process. The Select Board does not have the statutory authority to take that away. It is not required that the Master Plan be approved by Town Meeting prior to implementation and that is why I think the Select Board could make a recommendation in the form below to ensure the legislative body of the town has a formal role in this process.

RECOMMENDATION

The Select Board should request that the completed Master Plan be presented to Town Meeting (The Legislative Body) for a vote of acceptance/approval prior to adoption by the Planning Board.

Beach Road Festival Update – The Public Works Department has nearly completed their preparation for the Beach Road Festival. The Setup begins on August 15th. As occurred last year, equipment began arriving. There is limited access to the parking lot from August 9th to August 18th. The conduit work approved by the Select Board is complete. The electrical contractors on-site are related to the preparation for the upcoming festival. The turf specialist, Ian Lacy of Tom Irwin Associates, arrived today and evaluated the condition of the fields in advance of the setup taking place as referenced above. This will provide a baseline conditions report. The fields according to the DPW Director are in decent shape. The Select Board letter requesting diversion of the 8:30 pm ferry boat from Oak Bluffs was sent and pending before the Steamship Authority. This request in part was based on the discussion at the “tabletop exercise” held by MEMA with our Tisbury and island-wide public safety officials. The Select Board capped the attendance at 12,000 in conjunction with the issuance of the one-day alcohol license. The refuse and recycling this year will be more robust with additional staff and volunteer resources. The traffic control plan is modified by the Police Department in response to the concerns about illegal parking and

access raised by residents. The Board of Health will be providing periodic noise monitoring during the festival. Police will be staffing a call in for any concerns or issues with the festival. The estimated budgets have been reviewed and approved by the town and I & A. The license fee in the amount of \$37,500 and security deposit in the amount of \$25,000 are paid. I need the traffic control plan and confirmation on the call-in numbers from Police and I & A and will be placed on the Town Webpage. This announcement will also contain the set-up and breakdown dates for the event. The Police will also be posting on their Facebook page this information. All to be available Thursday, this week. Again, the formal setup begins Tuesday, August 15th. The last day for breakdown is August 30th, but no later than September 1st.

Safe Harbor Marina Update – The historic structure on the premises at 100 Lagoon Pond Road is proposed to be relocated to 51 Lagoon Pond Road. The moving company, Hayden Building Movers, has provided requested insurances, workers compensation and added the town as a “named insured” to their liability policy. I have received a statement of indemnification from the property owner, Jeffrey Dubard. The Building Inspector is waiting for the building permit with the following information included 1.) where is it going permanently, since original MVC documents shows that it was going to the old DeSorcy properties on Beach Road, 2.) What was it sitting on or how is it getting fastened to the earth? This new location is in the AE flood zone. Massachusetts Existing Building Code, Chapter 13, section 1302.6 gives guidance on relocating buildings in Flood zones, which needs to supplement the submitted foundation plan, and 3.) If this is to be a temporary move what is the construction timeline? Once the building permit application is received and approved, the structure will be closer to being removed from 100 Lagoon Pond Road.

One Day Alcohol Licenses – Elena DeFoe, Executive Assistant, will provide any updates.

Donation Dinghy Dock – This is the second donation to advance this project forward. It is a prime candidate for CPC funding application in the fall. The Harbormaster is managing this process. Monday morning the Shellfish Constable with others in attendance inspected the location in terms of shellfish and eelgrass habitat. I have not received a report on the findings made. I have requested the Harbormaster to indicate next steps.

Respectfully Submitted

John W. Grande
Town Administrator