

DRAFT Chilmark Board of Selectmen January 23, 2018 Meeting Minutes

Present: Chairman Bill Rossi, James Malkin and Warren Doty. Tim Carroll, Rob Hannemann, Tri Town Deputy Chief Matt Montanile, Assistant Fire Chief Robert Coutinho, Fireman Gary Robinson, Police Chief Jonathan Klarèn, Thomas Bena, reporter Rich Saltzberg & Videographer Evgeny Mishehenko.

Minutes:

Draft minutes from Selectmen's meeting held January 9, 2017 were reviewed, corrections were made. Mr. Malkin moved to approve minutes as corrected. Mr. Doty seconded the motion.

SO VOTED: 3 Ayes

Tri Town Ambulance:

Chief Retmier sent a written request that the Administrative Assistant for the Tri Town Ambulance be regraded to a grade 8 with retro pay from July 1, 2017. Mr. Malkin said the regrade to a grade 8 was completed the only question is the retro pay.

Mr. Doty said the retro pay is about \$1,000.00. Mr. Doty said the Tri Town Ambulance Committee endorses the retro pay. Mr. Doty said this request can be and would be covered by the current Tri Town Ambulance Budget. Mr. Carroll said this did go to the Human Resources Board (HRB) and did get re-graded to an 8 from a 6 but that the HRB left the retro pay up to the Selectmen to determine. Mr. Malkin said he has concerns if this retro approval would impact anyone who did not get retro pay. Discussion ensued.

Mr. Doty moved to approve the retro pay at grade 8 for Allison Graczykowski back to July 1, 2017. Mr. Malkin seconded the motion. **SO VOTED: 3 ayes**

Mr. Doty asked Deputy Chief of the Tri Town Ambulance Matt Montanile his input on TTA response to the fatal motor vehicle accident in Chilmark the other day. Mr. Montanile said he can't speak from firsthand experience because he was not there. But from what he has heard it was managed very well, there were ample resources (Firefighters, EMTs) everyone involved received the best care that they could have. Mr. Montanile said there could be better communication at the incident command level but he heard it went well. There was a rescue debriefing that was well attended the Sunday after the incident.

Robert Coutinho (Fire Department) said there was a 9 minute delay in the Communication Center. Mr. Coutinho said he arrived at the scene having responded immediately but that the ambulances had the injured already loaded up to head to the hospital. Mr. Coutinho went on to say that the folks that got there before him did an amazing job. Mr. Malkin asked if the delay in the *I am responding* program has been brought to the attention of the Com. Center and Sheriff.

Mr. Carroll said there is a meeting next week to follow-up on that. Chief Klarèn said this is the first he has heard of the time delay but by the time Mr. Coutinho had arrived there was enough fire apparatus and responders to the accident site. Chief Klaren said there was no delay in 911 call and response. Mr. Carroll said there is a bit of an issue with the tower up island and there may have been some pagers not connected and our backup system called *I am responding* was not initiated early by the ComCenter. Mr. Carroll said he will know more after their meeting next week.

Massachusetts Department of Agricultural Resources - 2018 Animal Control Officer:

Selectmen's office received the request from the MDAR for designating an ACO for Chilmark. Mr. Malkin moved to submit and approve the application of Mr. Murphy as Chilmark's ACO. Mr. Rossi seconded the motion **SO VOTED: 3 Ayes**

Martha's Vineyard Commission -Chilmark Representative:

Selectmen's office received the request from Joan Malkin to be re-appointed as a Chilmark representative. Mr. Doty moved to appoint Joan Malkin to continue to represent Chilmark on the Martha's Vineyard Commission. Chairman Rossi seconded the motion.

SO VOTED: 2 Ayes 1 Abstain *James Malkin as Joan is spouse*

Pre-School PTO Fundraiser - CCC:

Chilmark Pre-School has requested (in writing) permission and rental waiver for their fundraiser event to be held February 10, 2017. Mr. Malkin moved to approve this request. Mr. Doty seconded the request. **SO VOTED: 3 Ayes**

The MV Film Festival Event Request - CCC:

Chairman Rossi said Hilary Dryer of the MVFF came in person to the Town Hall to talk to Selectmen about the annual MVFF movie event in March but there is a date conflict with the Community Center as it is booked for another event. Thomas Bena said he was advised to talk with Selectmen about this and try to get this date if at all possible. Chairman Rossi recommended that Thomas Bena talk directly to Chuck Hodgkinson who has reserved the Community Center for the date he would like to hold film festival. Mr. Bena said he would talk to Mr. Hodgkinson and Mr. Poole (the Chilmark sponsor).

Mr. Carroll asked if the conflict is worked-out do the Selectmen approve the Film Festival holding their event and what are the guidelines the Selectmen want to hold TMVFF to. Chairman Rossi said to please workout a traffic scheme with Police Chief Klarèn. Chief Klarèn said no parking is allowed along State Road (South Rd). Mr. Malkin said as with all events at the Community Center no alcohol may be sold. Chairman Rossi said no food truck at the Community Center as Lenny Jason said it is against our bylaws. Mr. Carroll asked if Selectmen would approve the MVFF request from January 3, 2018 if the conflicted date is worked out with Mr. Hodgkinson.

Mr. Malkin moved to approve this request from TMVFF with the conditions that TMVFF:

1. Are granted permission from Mr. Hodgkinson to use the CCC on date that he had reserved
2. Do not sell alcohol
3. Do not use a food truck to sell food at events
4. Follow direction of Police Chief regarding traffic and parking.

Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Public Safety Building Consultant - Update:

Mr. Carroll said Dennis Ross the architectural engineer has sent us new documents. (*document was distributed*) the architect estimated about \$20, 000 to \$25,000 for professional services from his firm for public safety building plans.

Mr. Carroll said he (Mr. Ross) would only bill us for actual time spent on this project. Mr. Doty said we should get the balance from our Town Accountant of what is left in the warrant article for public safety building site assessment & planning. Mr. Doty (member of the Tri Town Ambulance committee) said the Tri Town Committee sent a letter saying that they did not think the North Road fire station is an appropriate location for the Ambulance. Mr. Doty said keeping the Ambulance at Beetbung Corner was really our first preference. Mr. Doty recommended discussing with Mr. Ross the square footage needs to house our departments. Chairman Rossi said his concerns with combining the EMS and fire department is the public perception is the scale and size needed to house both. Mr. Malkin said it's estimated (from the study) to need 5,500 to 7,000.00 with the EMS included. Discussion ensued.

Mr. Malkin said he has heard from members of the fire department that there is a concern that he has read is nationwide. That concern is with volunteer EMTs & firefighters it's difficult to find people who want to do it now days on a volunteer basis.

Younger people are not interested; the amount of training that is mandated and unpaid to complete, the personal risk you take on with all sorts of things they get exposed to. There is concern that 5 to 10 years down the road we will not have a volunteer fire force because we won't have the people. And if that's the case it might be time for our town and West Tisbury and Aquinnah to look at joining. Much like we have a Tri-Town Ambulance service. We should look at the impact and issues of having a tri town fire department because if there is an appetite for that that it would have impact on what we end up building here.

Mr. Malkin recommended sending a note to the Selectmen in the other two (up island) towns outlaying some of this and find out if they are interested in doing a study in combining our departments. Chairman Rossi said he is in favor of the study but we will still need a shelter for our firetrucks and equipment. Mr. Malkin said he was in total agreement. Mr. Doty asked for input from the two longtime members of the Chilmark Fire Department to say something on this matter. Mr. Coutinho supported a study. Mr. Coutinho said on his way to meeting tonight someone recommended to him that Aquinnah and Chilmark ban together as a fire department, but he himself recommends a study first. Chairman Rossi expressed concern with continued delays to building our public safety building. Mr. Malkin recommended sending a letter to the Selectmen to see if there is interest to join in a study and if not we continue our own project.

Mr. Doty said he is impressed with Mr. Ross's recommendations and recommended responding to his proposal that we are not sure of the scope of this project yet but would like to work with him. We could put this on hold a week or two till we get feedback from West Tisbury and Aquinnah.

Mr. Malkin moved that the Selectmen send a note as discussed to Mr. Ross saying we appreciate it (this proposal) we are very interested in pursuing doing this (safety building), we have to re-define or scope. And we also send a note to the Selectmen of West Tisbury and Aquinnah for an expression of interest in a tri- town fire department and respond no later than one month from now. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Harbor Update:

Mr. Malkin (harbor liaison) said as a follow up from the meeting that Mr. Brighton discussed dredging in our harbor we asked that a study be done by Woods Hole Group (WHG). Mr. Malkin said he met with the WHG the Harbormaster Dennis Jason and John Keene and they looked at the sight where the dredging would take place. WHG discussed with Harbormaster Jason the depths and they (WHG) have given us a report (*document was distributed*). Mr. Malkin said basically it says they don't think the dredging would impact the areas that the Harbormaster was concerned about. Mr. Malkin said he would like permission to go to Chuck Hodgkinson to find out if we need the Army Core of Engineers or something from our Chilmark Conservation Commission to do this dredging. After we get a response from Mr. Hodgkinson we can then decide how to proceed. Chairman Rossi asked for a motion, Mr. Malkin moved, Mr. Doty seconded. **SO VOTED: 3 Ayes**

Mr. Malkin noted that the cost of this study was paid anonymously; the study was a donation to the town.

Mr. Malkin said in terms of the electrical work we need done in the harbor we have one electrical engineer who has responded to help us set up Invitation For Bid document. The figure we received was very high. Mr. Carroll was going to reach out to Cole Powers to see if we can get the original drawings to see if this responding engineer can use them. Mr. Carroll said he had not spoken with Mr. Powers but when he called his office they said that Mr. Powers had not drawn plans. Mr. Malkin said David Sprague (electrician) gave him a contact to an engineer who may be able to help and he will reach out to him this week. We need to have someone draft the plan that needs to be utilized for the IFB. Mr. Carroll said that the engineering service estimate that we received is for \$20,000.00 Mr. Malkin said he is seeking to have this resolved within the next 3 weeks.

Jennifer Christy & Susan Murphy arrived

Up Island Regional School District - update on cost allocation formula working group:

Mr. Malkin said he has been looking at the Up Island Schools budget for eight years as a member of the Finance Committee and then as a Selectmen. We did some work prior to Chairman Rossi's first meeting with West Tisbury that wasn't very productive. One obvious thing was if Chilmark were to run the Chilmark School alone it would cost Chilmark less than it currently pays. Since then a study group (of Aquinnah, West Tisbury & Chilmark) has reviewed and proposed we (Chilmark) pay an additional 3.8%. Mr. Malkin said a West Tisbury Selectmen attending the meetings has repeatedly stated that that increase is not enough.

Mr. Malkin said he and Rob Hannemann talked and Rob has pulled together some interesting figures. Mr. Malkin asked Mr. Hannemann to speak to this. Mr. Hannemann gave indepth explanations of looking at the figures from many angles and came up each time with solid information supporting that if Chilmark manned their own school only, it would cost West Tisbury more. Mr. Hannemann wanted to assure Chilmarkers that we have not been putting undue burden on West Tisbury. Mr. Doty recommended that after the next meeting concerning this topic that the Chilmark Selectmen meet and discuss this prior to the Three Town Selectmen meeting on February 1, 2018. Selectmen decided to meet at 6:00 PM on January 30, 2018 on this topic. Mr. Hannemann was invited to attend that Selectmen's meeting. Mr. Lionette will be invited as well.

At 6:53 PM Mr. Malkin moved to adjourn.
Draft minutes respectively submitted by Diana DeBlase.

Document List:

- Draft minutes from Selectmen's January 9, 2018 meeting.
- Tri Town Ambulance Chief recommendation letter to support Administrative Asst salary raise
- Massachusetts Department of Agricultural Resources - 2018 Animal Control Officer documents
- Joan Malkin's request to be re-appointed to MV Commission
- Chilmark Preschool fundraiser request
- The MV Film Festival event March request also letter about conflict date
- Architectural engineer's plans for Public Safety Building
- Cape Light Compact monthly (November) energy efficiency report
- Division of Marine Fisheries temporary closure & open status notices for taking shellfish
- Cape Light Compact heating systems assistance program notice
- Mass. Department of Environmental Protection notice of report for total nitrogen load in Tisbury Great Pond & Black Point Pond
- Woods Hole group harbor dredging plan report.
- Mr. Ross's Public Safety Building plan offer

DRAFT Chilmark Board of Selectmen January 30, 2018 Meeting Minutes

Present: Chairman Bill Rossi, Warren Doty, Tim Carroll, Rob Hannemann, Robert Lionette, Fire Chief David Norton, Gary Robinson, Chris Smith, Jeremy Bradshaw, reporter Mr. Dowd & Videographer Lynn Christoffers.

At 6:05 PM Chairman Rossi called meeting to order in the Selectmen's meeting room.

Proposal for Conceptual Design & Site Study for Fire station and Ambulance Facility:

Selectmen have received a proposal from Pacheco Ross Architects for a facility at 401 Middle Road. Chairman Rossi asked the Fire Department members present if they had comments pertaining to the plans. Chief Norton said that option II was a better proposal for the Fire department from his perspective and review of both plans. Chief Norton said that option II would need some work and revision but thought that could be worked on with the architectural engineer. Chief Norton said the square footage seems a little lean to manage both Fire and EMS departments. Discussion about all of the equipment to be housed and space needs ensued.

Mr. Doty said that next step of plans would come after we hire Pacheco Ross Architects to work this project. The action for the Selectmen would be to move to approve hiring the Architect to proceed with a plan for option II. Mr. Doty asked about the possibility of adding a second floor. Mr. Doty said there is \$26,600.00 available in the warrant article for the plans at this time. The estimate for the next stage of the proposal from Dennis Ross (architectural engineer) is approximately \$20,000.00.

Selectmen James Malkin arrived at 5:08 PM

Chairman Rossi asked Chief Norton if he thought there was a problem combining the EMS and Fire Department in this proposed facility. Chief Norton said there were some folks who said that but as far as he is concerned as Chief he sees no problem in housing the two in the same facility if space needs are considered. Mr. Doty said if we can add a second floor and that space hold administrative spaces, a bunk room and meeting space.

Mr. Doty moved to hire Dennis Ross to proceed with the next step set forth in this proposal II plan. With the understanding this would cost \$20,000.00 to \$25,000.00. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Mr. Doty said the Chilmark Conservation will discuss proposal II at their meeting to be held February 7, 2018.

Up Island Regional School District Funding Formula:

Mr. Carroll said the Selectmen have a letter from Rob Hannemann in their packet followed by new Assessment Alternatives Summary. Mr. Malkin said his takeaway from reviewing materials is Chilmark is already paying more, how much more should we be paying, if any more at all. Mr. Malkin asked for Mr. Hannemann to speak to the bottom line of the summary.

Mr. Hannemann spoke to the report he submitted to the Chilmark Selectmen and referred to the figures supplied with the report.

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At the last tri-town selectmen's meeting, the subcommittee was asked to refine the "efficiency rebate" analysis by considering the district to have three schools (Chilmark, West Tisbury K-5, and West Tisbury 6-8). The town and school district accountants are currently carrying out that analysis using a 65% - 35% split of the total West Tisbury FY19 operating costs (Part C). (The 35% is for the junior high portion).

In parallel, I have done a high-level analysis of several other alternatives to understand if we can get to a simpler, easier to explain amendment to the current formula. In the attached table of my results,

- **Alternative A** is the three-school efficiency rebate;
- **Alternative B1** is an offshoot of the West Tisbury notion of "Chilmark should pay 100% for the Chilmark School" that assumes West Tisbury pays \$0 for the Chilmark School operation and Chilmark pays \$0 for the West Tisbury K-5 operation; and
- **Alternative B2** is the three-school approach with each town paying proportionally to its fraction of in-district enrollment in each school.

Alternative A results in a small increase in the Chilmark assessment and a small decrease in the West Tisbury assessment. Alternative B1 results in a significant lowering of the Chilmark assessment and a significant increase in the West Tisbury assessment (which makes sense upon reflection; this alternative does not appear to be nor would people understand it to be "fair"). Alternative B2, which does appear "fair" and simple on its face, results in a small decrease for Chilmark and Aquinnah, and a corresponding small increase in the West Tisbury assessment.

Finally, I examined what is perhaps the simplest approach: simply take the bottom line UIRSD school budget and assess it proportionally by the fraction of district students from each of the three towns. This again results in a lowering of the assessment for Aquinnah and Chilmark and an increase for West Tisbury.

As an additional exercise, I calculated the gross assessment per enrolled student under the current formula, and was surprised to find that Chilmark is being assessed considerably more per enrolled student than West Tisbury.

Mr. Hannemann said that these proposals have not been acted on; they are in the floating stage. The working group worked together quite well, without any acrimony, and put forth and would continue to put forth an honest effort to talk about the issues.

Mr. Hannemann recommended that Chilmark is comfortable with the current formula but if a change is wanted recommended going with the State Formula. Mr. Lionette spoke about the State funding formula and said years ago it was considerably different but today it is almost identical to the funding allocations we have today.

Mr. Malkin recommended presenting this (Mr. Hannemann's findings) at the next working group Tri Town Selectmen's meeting. Mr. Hannemann asked if he should send this to the group prior to the meeting. Selectmen requested that the information be sent prior to the meeting so they will have materials prior to meeting time.

At 6:47 PM Mr. Malkin moved to recess till 7:00 PM when the FinCom Selectmen joint budget hearing will begin. Mr. Doty seconded the motion **SO VOTED: 3 Ayes**

Draft Minutes respectfully submitted by Diana DeBlase.

Document List:

- Agenda
- Pacheco Ross Architects proposal for conceptual design for site study of Fire Station & Ambulance Facility
- R. Hannemann update on Up Island Regional School District assessment formulas and supporting figures

DRAFT Chilmark Board of Selectmen February 6, 2018 Meeting Minutes

Present: Chairman Bill Rossi, James Malkin and Warren Doty. Tim Carroll, Fire Chief David Norton, Gary Robinson, Chris Smith, Jeremy Bradshaw, Ann Bradshaw, Nancy Polucci, Linda Coutinho, Christina Colarusso, Everett Poole, Ben McCormick, Cybele Benton McCormick, Scott McDowell, Annette Cingle, Keona Chung, Joan Malkin, Jennie Greene, Police Chief Jonathan Klarèn, Melanie Becker and reporter Rich Saltzberg & Videographer

At 5:00 PM Chairman Rossi called meeting to order in the Selectmen's meeting room.

At 5:01 PM Chairman Rossi opened the public hearing

Application for victualler permit for Menemsha Deli:

Cybele Benton McCormick presented her plans to run the Menemsha Deli similar to the way it was run years ago when she worked there. Ms. McCormick said she intends to open at 7:30 AM and close by 4:00 PM. The goal is to be open by the end of April and stay open through the Derby, possible close date is November 1st. with no public comment Mr. Malkin moved to close the hearing. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Mr. Malkin moved to approve common victualler license for the Menemsha Deli as presented. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Meet The Fleet:

Selectmen's office received a request by the Martha's Vineyard Fisherman Preservation Trust to hold the Meet the Fleet event again in August 2, 2018 from 4:00 PM - 7:00 PM. *For information about the event see link:*

http://www.chilmarkma.gov/Pages/ChilmarkMA_SelectAgenda/2018/02062018/Meet%20the%20Fleet%20Letter%202018.pdf

Mr. Doty moved to approve the Meet the Fleet event to be held Thursday August 2, 2018 in Menemsha. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Special Municipal Employee - Rackemann, Sawyer & Brewster:

Mr. Carroll explained that Rackemann, Sawyer & Brewster are legal counsel for the Martha's Vineyard Commission they are involved in a special appeal to the town of Aquinnah. Ms. Malkin (Chilmark's MV Commissioner) explained that if action is made against the MVC working for our town they need to have this appointment. Mr. Malkin moved to appoint Rackemann, Sawyer & Brewster as Special Municipal Employees. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Macy Lot - Meeting House Road Association (MHRA) letter:

Chairman Rossi said the town foreclosed on the property due to taxes last February. The MHRA has a lien of \$25,000.00 on the property for compounded interest on MHRA dues. The letter points out that the MHRA believes proper notice of the foreclosure was not given. Chairman Rossi said our attorneys Copula & Copula said it could go either way on whether the MHRA has a case. Chairman Rossi thought the \$25,000.00 figure is too much the back association dues are \$11,035.28. Chairman Rossi said MHRA is willing to take that amount when we liquidate this asset.

Chairman Rossi asked for a motion to accept the deal with the MHRA settling for \$11,035.28 of back dues for the property. Mr. Doty moved to approve that Chairman Rossi settle with this agreement with MHRA for \$11,035.28. Discussion about what will happen with lot and where funds should go ensued. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Fire Chief - Stipend request:

Mr. Malkin said the Selectmen received from Christina Colarusso on Behalf of David Norton a worksheet of evaluation of Fire Chief's hours. Chief Norton explained his position was not considered during the wage compensation study and he believed the FinCom was an appropriate time to discuss an increase as Selectmen and FinCom could discuss the financial impact. Mr. Malkin said the appropriate time to address this is with the Selectmen and the Human Resource Board. Chief Norton discussed the added burden to his job since the last time the job position was reviewed.

Mr. Malkin said in 2007 there was a stipend set up for the Fire Chief by the Human Resource Board that talked about 22 hours. Since then you have had to work more than 22 hours; have you brought that to the attention of anyone so an increase could be planed? Chief Norton said he had not. Mr. Malkin said you are receiving a \$37,000.00 stipend but your compensation for 2017 was \$42,254.00 which includes inspection fees. Mr. Malkin said neither West Tisbury nor Aquinnah allow for the Chief to collect the inspection fees as we do in Chilmark. Chief Norton said if the Selectmen approve his requested amount he presented at the Joint FinCom Selectmen meeting he would turn the inspection fees over to the town rather than keep them.

Mr. Malkin said the last time the job description was evaluated was 2001. Mr. Malkin recommended asking Human Resources Board Chairman Jennie Greene to immediately re-evaluate the Job description for Chilmark Fire Chief Position. Chairman Rossi said none of this had been communicated to the Selectmen until now. Assorted members attending the meeting spoke of awareness of what Chief Norton does and how much other island chiefs make. Jeremy Bradshaw said three down island Fire Chiefs are paid over \$100,000.00 annually and the reason Aquinnah Chief is paid lower is he live out of town and the town pays for someone to respond to all calls that lives in town. Mr. Bradshaw said as for West Tisbury the Chief there requested not to make over a certain amount as his pension (from retiring from School Custodian) will not allow more.

Jennie Greene (HRB Chairman) said the job description needs to be reviewed immediately and then you should look at the stipend. Mr. Smith (firefighter) asked why if the Chief works full time why he is not put on the grade and step system with benefits. Mr. Malkin said we will assess whether this should be a stipend, a contract or a grade and step after the job description is reviewed and updated. Mr. Malkin recommended a Selectman be a liaison fire department like he is for the Harbor department. Mr. Doty said the Selectmen have heard from the fire department members and will work towards an appropriate compensation for our Fire Chief within the next few weeks.

Ms. Greene stated for the record that there are three down island towns where the fire chiefs are also the EMT Chief so that's an entirely different job. Ms. Greene said she would start this work

Thursday 2/8/18. Mr. Carroll asked for clarity on the process that will be taken. Mr. Doty said Ms. Greene (Chairman of HRB) will work with the Fire Chief and a committee of her choice.

Adequate State Funding for Dukes County Sheriff's RECC:

Mr. Carroll said you (Selectmen) were going to propose language to send to other Island Selectmen. Mr. Malkin proposed that the Selectmen send a letter to the other Boards of Selectmen saying:

The Town of Chilmark will be sending the following to our State Representative and we request that you join in signing the letter.

Dylan Fernandes and Julian Sayer,

Dukes County Sheriff has requested that the towns of Martha's Vineyard provide some \$800,000.00 for maintenance and upgrades of the ComCenter infrastructure. This money in the past has been covered by the Commonwealth as part of the operating budget of the Sheriff's Department. We request your assistance in having this money covered in the State's supplemental budget as is the practice of the Sheriff's budget across the Commonwealth.

Mr. Doty moved to send these letters. Chairman Rossi seconded the motion.

SO VOTED: 3 Ayes

Sheriff's Petition for Warrant Article:

Chairman Rossi acknowledged receiving the signed petition from the Sheriff and confirmed it will be on the list of Warrant Articles for the Annual Town Meeting in April.

Executive Secretary - Contract Update:

Mr. Doty (Selectmen designated to negotiate with ExecSec on contract) said we have a draft of a contract though it was left at home. Mr. Doty said he would like the other two Selectmen to read this latest draft and have a response. Chairman Rossi and Mr. Malkin will review the latest draft February 7, 2018.

Pole Grant - Squibnocket Road:

Mr. Carroll said having this on the agenda is just a heads up as we have advertised for a public hearing to be held at the February 20th Selectmen meeting. Mr. Carroll said the three abutters have said they will oppose the proposal for the pole location. Mr. Carroll said he put them (abutters) into contact with the engineers for the developer and all parties involved. Discussion ensued about the pole being located at the area where one already exists. This will be discussed with possible revisions at the hearing on the 20th.

Community Compact:

Mr. Carroll said the Martha's Vineyard Commission has secured a Community Compact Grant for 100,000.00 and the State wanted us to join in on that grant. Joan Malkin spoke about the grant to hire an engineer who would work on regional projects. The projects would range from; sidewalks, bike paths, roads, bridges and particularly to work with the Joint Transportation

Committee. Ms. Malkin said there is no cost to the town to join in this project. Mr. Carroll said the only downside of signing on to this grant project is we would not be able to apply again for two years if there was a grant we wanted. Mr. Malkin moved to join in this Community Compact project. Mr. Doty seconded. **SO VOTED: 3 Ayes**

Fire station update- survey & testing:

Mr. Carroll said he spoke with Pacheco Ross architectural engineers and the office has started in on the feasibility study the Selectmen asked for. Mr. Doty explained to the fire department members present at the meeting what the Selectmen asked for the architects to work on. The plan is to work in the area of the Town Hall parking lot. Mr. Carroll said the proposal estimated 5 to 6 weeks to have the new plans. Mr. Malkin asked if we like the proposal can we call for a Special Town Meeting to ask for funding in late spring. Mr. Carroll said that was doable, it takes three weeks to call a Special Town Meeting. Mr. Carroll said often we would hold a Special the same night as the Annual Town Meeting.

Mr. Carroll discussed the hazardous materials survey that was requested by the Chairman of the existing Menemsha Cross Road Fire station. Mr. Carroll read allowed quotes from companies to conduct that work. Discussion ensued about what company to hire and what kind of work will be done. Mr. Malkin recommended to Chief Norton to have a contingency plan if the materials of the existing fire station are considered too hazardous to occupy the building. Mr. Carroll said Chief Norton already submitted recommendations about a contingency.

Mr. Malkin moved to request Executive Secretary check the proposals and the companies and work with Chairman Rossi to hire one of the companies that have sent quotes. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Mr. Carroll distributed the Land Bank Middle Line Road trail agreement that the Selectmen approved at a previous meeting for them to sign. *Document was signed.*

US Fish & Wildlife - jumpstart Eastern Cottontail Rabbits population:

Mr. Doty moved to endorse the proposal from the Fish & Wildlife to populate Nomans Land Island. Mr. Malkin seconded the motion. **SO VOTED: 3 Ayes**

Harbor -Staffing & Project Updates:

Mr. Malkin said tomorrow he will be interviewing applicants for the administrative assistant position. Mr. Carroll said we have also received some other seasonal applications for other harbor positions. Mr. Carroll said as for electrical engineer work we received a third engineer that has expressed interest. Mr. Carroll said they are (electrical engineer) coming Friday in Menemsha. Chairman Rossi will join the Executive Secretary, Harbormaster Jason and Mr. Andresen in Menemsha Harbor to meet the engineer.

Mr. Carroll said he advertised the 42 Pilings project and 12 vendors have expressed interest.

Mr. Carroll said the State posting requirements have changed the deadline for these bids and this will be an addendum to change the bid due date to February 15, at noon. Mr. Doty said he would be available to process the bid opening for the 42 pilings bids.

Chilmark Community Center - Windbreak Update:

Chairman Rossi said he spoke with Tom Burk the contractor on this project and they are working to finish this project. There is external lighting they are waiting for them to arrive and will install them when they arrive. An electrical upgrade is also needed to be completed. Mr. Carroll said the mice stripped the insulation off one of the main feeds to the Center and that needs to be fixed.

Mr. Doty said this project looks very good and he is happy we are almost finished. Mr. Malkin agreed that it looks very nice.

At 6:22 PM with no further agenda items Mr. Malkin moved to adjourn. Mr. Doty seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes respectfully submitted by Diana DeBlase

Document list:

- Common Victualler application documents from Cybele Benton McCormick for the proposed Menemsha Deli
- Letter from MV Fisheries Preservation Trust requesting to hold annual Meet the Fleet
- Document for Selectmen to approve to appoint MVC legal counsel Special Municipal Employees
- Letter from Meeting House Road Association re: Macy Lot and back dues
- Petition with Chilmark voter signatures
- Draft engineering plans from Eversource for pole at Squibnocket
- Project description of US Fish & Wildlife - jumpstart Eastern Cottontail Rabbits population
- MV Land Bank MLR trail permit document
- Xfinity Municipal Emergency Reporting Procedure reminder
- Letter from Chilmark ConCom RE: Vanderhoop - Aquinnah Lot F Special Conditions report
- Cape Light Compact Energy Efficiency Program report