

Present: J.B. Riggs Parker, Warren Doty, Frank Fenner, Tim Carroll, Jonathan Revere, Jack Shea, Tom Wilson.

Mr. Parker called the meeting to order at 7:30 p.m. in the Selectmen's Meeting Room.

Mr. Parker called for any changes or corrections to the June 5, June 16, July 7, July 21, and August 18, 2009 Board of Selectmen meeting minutes. Mr. Doty moved and Mr. Fenner seconded to adopt the minutes as amended. SO VOTED: Three Ayes.

General Discussion

Mr. Parker asked if a Project Manager had been hired for the Middle Line Road Community Housing Project, to which Mr. Doty said that the Project Manager will be hired after the road is completed. Mr. Doty said that several people who attended the DCAM workshop on August 27 expressed interest in the Project Manager position.

DCAM Workshop Feedback

Mr. Doty said that the DCAM workshop hosted by the Town on August 27 was very well attended and Natasha Bizanos, Manager of Contractor Certification for DCAM, conducted an informative presentation of the certification process. Mr. Doty reiterated Ms. Bizanos' willingness to have contractors contact her directly with questions they may have when filling out the certification application. Mr. Doty pointed out that Sub-Contractors need to be certified by the State but not bonded, and General Contractors need to qualify for bonding in addition to being certified. Mr. Doty explained that there is no costs incurred by General Contractors, except for CPA fees, to have a company qualify them for bonding until after their bid is accepted. There is a six to eight week process for DCAM to process an application; however, Ms. Bizanos said the process can be expedited to consider a bidding deadline when requested.

The Selectmen acknowledge that hosting the workshop provided a beneficial service to Vineyard tradesmen. Mr. Doty gave compliments to Mr. Carroll and Nina Lombardi for their diligent work contacting island contractors and encouraging them to attend.

Town Account Overview of Auditing Contract

Mr. Wilson presented the new auditing contract proposed by Powers and Sullivan, the Town's auditor for the past six years. Mr. Wilson spoke with high regard about the work performed by Powers and Sullivan and was pleased that a partner in the firm, Dick Sullivan, personally comes to Chilmark to conduct the Town's audit each year. Mr. Wilson said that due to the technology and services that Powers and Sullivan provides, Town audits are turned around quickly and efficiently, which alleviates financial problems for the Town. Mr. Wilson also shared comments from Dick Sullivan who complimented Chilmark's financial team for being able to provide timely answers to Powers and Sullivan which ensures confidence that our records are well maintained.

The current contract with Powers and Sullivan is \$18,000 a year to perform the Town audit. The new three year contract proposes \$18,000 for the first year, \$19,000 for the second year and \$21,000 for the third year for a total of a \$3,000 increase over the past nine years. Mr. Doty proposed that the contract be renegotiated to be \$18,000 in 2010, \$19,000 in 2011 and \$19,000 in 2012. Mr. Doty said that Powers and Sullivan is a very good firm but he would like to negotiate for a more long term cost-effective contract.

There was a discussion that the Harbor and Beach departments purchase locking cash drawers in addition to using a separate safe than the Treasurer. Mr. Carroll will look into the cost of the cash drawers and safe.

The Selectmen discussed the Fraud Risk Assessment as a living document and understood changes might need to be made in the future if necessary. Mr. Doty moved and Mr. Fenner seconded to approve the Fraud Risk Assessment. SO VOTED: Three Ayes.

The Selectmen discussed with Mr. Wilson the request from Powers and Sullivan for the Selectmen to formally accept the Office Procedure Manual in order to be in compliance. Mr. Fenner moved and Mr. Doty seconded to approve the Office Procedure Manual. SO VOTED: Three Ayes.

Request for Hidden Driveway Sign at Pepperbush Lane

Mr. Parker referred to a letter written by Sarah Creighton of Pepperbush Lane, on behalf of herself and her neighbors, to request a hidden driveway sign be installed on the north side of North Road before Pepperbush Lane. Mr. Parker said that this was a reasonable request due to the geography of the road. There is currently a hidden driveway sign on the south side of North Road across from Pepperbush Lane. The Selectmen agreed that in the interest of safety this was a good idea and would request that the Highway Superintendent install the sign. Mr. Doty moved and Mr. Fenner seconded to approve installing a hidden driveway sign as requested by Ms. Creighton. SO VOTED: Three Ayes.

Town Hall Parking Lot Maintenance

Mr. Carroll provided an overview of the proposal and cost to install Belgium blocks for maintenance needed in the Town Hall parking lot. The parking lot maintenance would cost \$3,300 and would be paid for from the Selectmen's Maintenance Account. Mr. Fenner moved and Mr. Doty seconded to approve using \$3,300 from the Selectmen's Maintenance Account for parking lot maintenance. SO VOTED: Three Ayes.

Beach Operations

Mr. Doty asked that a meeting be scheduled in October between the Selectmen and a representative from Tri-Town Ambulance, Fire Department, Police Department, Beach Committee and also invite members of the private beach associations (Abel's Hill, Hancock Beach, Quansoo Beach etc.) to discuss beach management and emergency response efforts. The Selectmen agreed to host this meeting on October 6 at their regular Selectmen's meeting.

Zoning Policy for Island Plan

Mr. Doty made note of the proposed zoning changes that are outlined in the Island Plan. Mr. Doty said that a public discussion should be held in Chilmark with the Planning Board and residents to discuss how Chilmark's zoning bylaws have been successful or unsuccessful and what zoning changes should be amended. Mr. Carroll proposed either November 10 or November 12 to hold the public session.

Mr. Fenner brought up the proposed Ocean Plan, which was presented at the last Selectmen's meeting, and said a letter should be sent to the Ocean Plan steering committee expressing Chilmark's dissatisfaction with the disrespect for local efforts to establish aquaculture zones that are disregarded in the Ocean Management Plan. Mr. Parker encouraged the Selectmen to attend the Martha's Vineyard Commission (MVC) Commonwealth Wind Energy Initiatives Discussion on Wednesday,

September 3 to properly represent the interest of the Chilmark community. Mr. Parker planned to write a letter on behalf of the Selectmen to the MVC to request the commission create a district of critical planning concern around the island shoreline.

Mr. Doty moved and Mr. Fenner seconded a motion to proceed into Executive Session to discuss litigation and not return to regular session. SO VOTED: Three Ayes.

Meeting adjourned.

Approved September 15, 2009