

Dukes County Commissioners

Minutes

Wednesday, June 6, 2018

4:30 p.m.

Dukes County Administration Building
9 Airport Road, Edgartown, MA

Dukes County Commissioners (DCC): John Alley – Chair, Gretchen Tucker Underwood – Vice Chair, Christine Todd, Tristan Israel, Bob Zeltzer and Leon Brathwaite

County Staff Present: Martina Thornton – County Manager, Connie Andrade - Administrative Assistant to County Manager, Noreen Mavro Flanders – County Treasurer, Ann Metcalf – Asst. County Treasurer, Donna Michalski – MV Parking Clerk and Paulo DeOliveira- Register of Deeds

Others: Joanie Ames – MVTV, Steve Myrick – MV Gazette

John called the DCC meeting to order at 4:32PM.

Minutes:

Tristan/Leon made a motion to approve the Dukes County Commissioners minutes of May 16, 2018 as presented. All in favor. Motion carries.

Letter to Bureau of Ocean Energy Management (BOEM) Regarding the Credit to Developers that sign a Community Benefit Agreement:

Martina reviewed the request with the DCC (see file). The DCC agreed to allow Martina Thornton, Dukes County Manager to sign the letter to BOEM requesting higher credit for developers that sign a community benefit along with other representatives of the Island towns.

Treasurer Appointment – Legal Opinion by Michael Goldsmith, Dukes County Counsel:

Michael reviewed his findings with the DCC (see file). He said the DCC voted on May 16th to appoint the Asst. Treasurer as the Treasurer. There are two steps: first the DCC makes the appointment and then the swearing in to the position. The vote taken on May 16th will need to be rescinded because the Treasurer retired on June 2, 2018 so the new appointment must be after that date when the position is declared vacant. The appointee must be sworn in by the Clerk of Courts during a DCC meeting. He also said when the Treasurer leaves their position, the Asst. Treasurer position become obsolete. Michael said until the Asst. Treasurer is sworn in, she is not the Treasurer. A discussion was held. Martina said if the DCC approves the recommended budget and the CAB approves the salary prior to Ann being sworn in there should not be a problem.

Gretchen/Tristan made a motion to rescind the Dukes County Commissioners vote of May 16, 2018 which appointed the Asst. Treasurer Ann Metcalf as the Treasurer for the remainder of Noreen Mavro Flanders term and to declare the Treasurer position vacant. So voted. John yes, Tristan yes, Bob yes, Gretchen yes, Christine yes and Leon abstains. Motion carries.

The DCC asked Michael to give the DCC an opinion on vote abstentions in the future. Martina said the County adopted Robert's Rules of Order in the Dukes County Administration Code. Tristan said the position should be an appointed position as opposed to an elected position and the DCC voted to have the County Manager research the possibility of making the treasurer's position appointed.

Tristan/Christine made a motion to amend the FY2018 Budget for the Treasurer's office department budget to decrease the Treasurer's salary line be reduced to show that for the last month of June 2018 if someone is appointed to the Treasurer's position, they will receive the equivalent of the Treasurer's annual salary of \$90,000.00 which is equal to 1/12th of the salary and adjust accordingly all the lines that are associated with the position. So voted. All in favor. Motion carries.

Tristan/Bob made a motion that the FY2019 salary for the Dukes County Treasurer will be \$90,000.00 plus applicable benefits and there will be a line of \$15,000.00 for consultation by the person the treasurer chooses. So voted. All in favor. Motion carries.

Tristan/Gretchen made a motion to appoint Ann Metcalf as Dukes County Treasurer for the remainder of the elected term. So voted. Tristan yes, Bob yes, Gretchen yes, Leon no, Christine yes and John yes. Motion carries.

FY2018 Budget Transfers and Amendments:

Martina reviewed the FY2018 proposed budget transfers with the DCC (see file).

Christine/Gretchen made a motion to approve the proposed transfers in the FY2018 budget transfers as presented by the County Manager (see file). So voted. All in favor. Motion carries.

Gretchen/Tristan made a motion to amend the FY2018 budget to pay the shortfall in the Treasurer's Dept. in the Repairs Service of Software line from the Health Insurance Line. So voted. All in favor. Motion carries.

FY2019 Budget Amendments:

Martina reviewed the proposed FY2019 budget amendments with the DCC (see file). She said the first amendment for the Registry of Deeds is to cover additional cost of preserving old registry books and the second is to purchase two new machines that are part of the copiers at the Registry. A discussion was held. Paulo said the money will come from the Deeds Excise Tax.

Leon/Christine made a motion to approve the FY2019 budget amendment for the Registry of Deeds as presented. So voted. All in favor. Motion carries.

FY2019 Budget Amendments for the Martha's Vineyard Airport:

Martina said the County received a request for FY2019 budget amendments. A discussion was held. Tristan said if the bottom line isn't changing then this item should just go to the County Advisory Board. Leon asked if the Airport can pay the loans back since the bottom line on the amended budget is a negative \$1,313,450.00. Ann M. said their operating budget itself has a \$900,000 surplus, they had \$1,800,000 set aside last year and the Airport has spent the whole \$1.8M. She also said the Airport is getting the money from the bonds that will supplement their cash flow while the Airport receives money back from the ARFF building, the short term loans are for that as there are timing issues but the Airport does have funds to repay their loans.

Leon/Tristan made a motion to refer the FY2019 proposed budget changes to the Dukes County Advisory Board for approval. So voted. All in favor. Motion carries.

County Personnel Bylaw Amendments:

Martina said she would send the proposed changes to the DCC for review. She said the changes will be to implement Time Card Plus software that will be used to track all County employee timecards. The change will reflect a change in how the County employees accrue vacation time, after the employee has worked for the County for three months, the time will be available and will keep accruing hours based on hours worked.

New Business:

Gretchen gave the DCC a draft copy of a letter to the Steamship Authority from the DCC (see file). Martina read the proposed correspondence into the official record. A discussion was held. Christine said some of the County constituents would like a list of the Steamship Authority (SSA) Board members and their qualifications. Leon gave the DCC a brief history of the SSA board members.

Tristan/Christine made a motion to send the proposed correspondence to the Steamship Authority. So voted. All in favor. Motion carries.

Bob said he would like the Treasurer to bring quotes for outside payroll services to the DCC meeting in August. He also said he would like to have a subcommittee of DCC to examine the process of appointing rather than electing a County Treasurer.

John said he would like Bob Zeltzer, Leon Brathwaite and Christine Todd to be on the DCC subcommittee.

Tristan/Bob made a motion to adjourn. So voted. David yes, Bob yes, Tristan yes, Gretchen yes, Christine yes, John yes and Leon yes. Motion carries.

The DCC meeting adjourned at 6:02pm.

Certified by:

JOSEPH E. SOLLITTO JR., Clerk of the Courts

Documents presented at the meeting and part of the Official Records:

- Agenda
- Legal Opinion by County Counsel Michael Goldsmith
- Correspondence from Paulo DeOliveira regarding FY19 Budget Amendments
- FY2018 Year End Transfers Spreadsheet
- Amended FY19 Budget for Martha's Vineyard Airport
- Correspondence to the Steamship Authority
- FY2018 Treasurer's Dept. Budget Amendments