**Dukes County Commissioners**

**Minutes**

**Wednesday, September 5, 2018**

**4:30pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**Dukes County Commissioners Present:** John Alley – Chair, Gretchen Tucker Underwood – Vice Chair, Tristan Israel, Leon Brathwaite, Bob Zelter, Christine Todd and David Holway

**Other County Officials Present:** Martina Thornton- Dukes County Manager, Connie Andrade – Asst. to the County Manager, Ann Metcalf – Dukes County Treasurer, Bob Rosenbaum (Bob R.) – MV Airport Commission – Chair, Chuck Cotnoir – Dukes County Emergency Manager, Ann Richart (Ann R.) – MV Airport Manager and Paulo DeOliveira – Register of Deeds

**Others Present:** Lynn Fraker -MVTV, Liz Argo – CVEC, Landry Harlan – MV Gazette

**Minutes:**

**David/Gretchen made a motion to approve the Dukes County Commission minutes of August 1, 2018 as presented. So voted. Gretchen yes, Leon yes, Christine yes, Bob yes, David yes, John abstains and Tristan abstains. Motion carries.**

**Cape & Vineyard Electric Coop (CVEC) Update:**

Liz Argo from CVEC gave an update on the work of CVEC. She said that they have four ongoing initiatives on the Cape & Islands. Oak Bluffs is participating in Round 3. CVEC buys Net Metering Credits (NMCs) and sells them to offtakers (like Dukes County) to provide discounts on electric bills. They also provide consultancy services. Since 2014, they have brought $8 Million dollars in savings to their members on the Cape & Islands. Upcoming for 2019 is a grant for a battery back-up at Dennis Yarmouth Emergency Shelter. She said they are also applying for a grant for a Microgrid at the Oak Bluffs Landfill to supply power to the transfer station, DPW and Wastewater Treatment Plant. She said that CVEC is also developing a Community Solar offering, part of which would assist low-income family needs. Liz said that CVEC is on the path to stability and have paid down their debt to $36,000. FY18 & FY19 requests were for $0.005. For FY20 they are asking the County to approve an adder of $0.0025. In FY18 the County produced 418,000 kilowatt hours (kWh). FY17 income and savings were $15,299 for the County. With the adder of $0.0025, it will cost the County $22.

**Christine/David made a motion to authorize Martina to sign the approval of the Cape and Vineyard Electric Coop FY2020 Round 1 adder of $0.0025 per kWh. So voted. All in favor. Motion carries.**

**Cape Light Compact RFP:**

Cape Light Compact (CLC) is preparing to issue an RFP for municipal power supply to start July 2019. Martina said that she recommends that we participate. She said the RFP will be looking for pricing from 12 to 36 months and CLC will be asking for adder pricing for exceeding the state minimum renewable energy requirements. Martina said she would like to authorize Maggie Downey and her team to review the proposals and select the best option on the County’s behalf.

**Christine/David made a motion to approve the County’s participation in the RFP process and for to authorize Margaret Downey to act as the County’s proxy in the selection process. So voted. All in favor. Motion carries.**

**Airport Borrowing:**

Ann R. gave the DCC an update on the Martha’s Vineyard Airport borrowing requests. Two of the loans requested are Federal Anticipation Notes (FAN) and will be short term notes. Ann R. said the original FAN loan will be due at the end of the month and she is unsure if the funds from FAA will be received by then so she would like to roll this loan over for three months. A discussion was held. David suggested increasing the time to six months or nine months as long as there is no prepayment penalty. The DCC asked if the Airport had paid the County all the monies due for FY2018 County administration fees. Ann R. said the Airport approved paying the allocation for County Services.

**David/Christine made a motion to rollover the existing Federal Anticipation Note (FAN) for $450,000.00 for the Airport Rescue Fire Facility (ARFF)/SRE Building for up to additional 180 days. So voted. David yes, Tristan yes, John no, Christine yes, Gretchen yes, Bob yes, Leon yes. Motion carries.**

Ann R. said the $6M runway reconstruction project will start in October 2018 after Jet Blue leaves for the season. She said the full grant is approx. $10,500,000.00 but the Airport does not need the full amount in order to cover the contractor costs for the first phase in the fall, so the Airport is requesting $6M which will be paid off once all the federal grant reimbursements come in.A discussion was held. David asked how long will the runway reconstruction take? Ann R. said it will start in October and end next May right before the Airlines come back into season. Ann M. recommended the loan term be one year.

**David/Christine made a motion to authorize the Martha’s Vineyard Airport to borrow $6,000,000.00 for the Federal share of the Runway Reconstruction Project for a period of up to one year. So voted. David yes, Bob yes, Tristan yes, Gretchen yes, Leon yes, Christine yes and John abstains. Motion carries.**

Ann R. said the $575k loan is for the five percent local share for the projects and is asking authorization to bond for that amount. Because this is a bond, it will need to go to the legislation for approval and the term is ten years.

**David/Christine made a motion to authorize the Martha’s Vineyard Airport to ask the legislator for permission for the County to issue a bond for $575,045.00 for a period of ten years to cover the local share of the Runway Reconstruction Project. So voted. David yes, Bob yes, Tristan yes, Gretchen yes, Leon yes, Christine yes and John abstains. Motion carries.**

**Surplus declaration - old County Truck:**

Martina said the old County Truck went in for inspection and the brakes failed. A mechanic looked at it and uncovered a number of issues. The mechanic did not recommend spending the money to fix it. Martina recommended that we allow MVRHS mechanic program to take it and attempt to fix it. Because it is a learning program, the only cost to the County would be for parts. However, Martina said that she’s not confident that it can be repaired and pass inspection. She said that she will build money into the FY20 budget for the purchase of a reliable truck. This is a need for the tick program and for beach trash collection.

**State Beach – Request to film Request:**

Martina received a request from two film companies requesting to film a commercial for Volvo on State Beach. They requested two days of shooting for live film and two days for still photography. Martina said that the County would require that there are assurances that there is no obstruction to public use/access of the beach or roads and no impact to traffic. David and Leon said they were concerned about potential damage to the dunes/beach grasses, and that we should require a bond/deposit. Martina suggested that we require them to hire a police detail. A suggestion was made to adopt Nantucket’s Film policy which requires the applicant to carry insurance and charges $1000/day for crews of ten or more.

**Tristan/Leon made a motion to authorize the two film companies to proceed with requested filming. So voted. David, no. Bob, Abstains. Tristan, yes. Gretchen, yes. Leon, yes. Christine, yes. John, yes. Motion carries.**

**Tristan/Leon made a motion to adopt Nantucket’s Film policy. So voted. David, no. Bob, Abstains. Tristan, yes. Gretchen, yes. Leon, yes. Christine, yes. John, yes. Motion carries.**

**Manager’s Report:**

* **Courthouse:** Martina said the courthouse ramp is completed. She has a proposal for fixing the leaking small copper roof above the front steps. The lift will be delivered to Garaventa’s warehouse at the end of September. Leon asked what policies will be put in place to ensure that no boxes, file cabinets, etc. are transported by the lift. It was suggested that a sign be posted that the lift is for people only. Tristan asked that we revisit the Courthouse conditions and the discussion about the long-range plans. Martina said that a study was done which determines that there is not adequate space at the current courthouse. She said it is in the hands of the State and the Trial courts to determine next steps. She said she will call a meeting with involved parties to come up with a recommendation to give to the State.
* **Beach patrol:** Beach patrol had a positive impact this year. Gary Pia patrolled 4 hours/day every day this summer. He was approached daily by the public for information, education, directions, bandages, etc. The County will write a thank you letter to him for his service. Christine said she would like the issue of public restroom facilities to put on the agenda for next meeting. She said proceeds from the economic development fund could be put towards this. Martina said she will add it to the agenda and come up with a way that it could work in the budget.
* **St Vincent & The Grenadines:** Martina said she is looking for approval of County funds to transport 100 boxes of books donated by the West Tisbury Library to a shipper facility in Brooklyn. Martina said that she has been working with St. Vincent & Grenadines embassy on this and they have found a shipper and will cover the cost of transport from Brooklyn to St. Vincent & Grenadines.
* **Personnel Bylaws amendments:** Martina said the Personnel Board is looking to recruit two more members. Currently, they only have three members, but are required to have five. Leon expressed interest in joining the board. Martina said she would reach out to the Town Administrators to see if there was any interest. Martina said there was a letter from the Personnel Board regarding the Center 4 Living and the lack of an authority for employees to resolve grievances if they are not under the auspices of the County. We are working on an MoU between the Center 4 Living and the County. The Center 4 Living Board is looking into hiring a consultant to help resolve the issues.

**David/Christine made a motion to appoint Leon to the County Personnel Board. So voted. All in favor. Motion carries.**

* **Youth Task Force:** Martina said the $100,000 grant for the Youth Task Force (YTF) has been renewed for two years. We are moving forward with a new business relationship with YTF who has recently formed a non-profit organization with its own board independent from the County. The new independent organization is being hired as a subcontractor for the purposes of fulfilling the requirements of the grant.
* **Commission for the Handicapped:** Martina said the County Committee on Disabilities will hold a meeting on September 26th, 5:30-6:30 at the County Administration Building.

**David/Christine made a motion to adjourn. So voted. All in favor. Motion carries.**

**The DCC meeting was adjourned at 5:51pm.**

**Certified by:**

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Joseph E. Sollitto, Jr., Clerk of Courts

**Documents presented at the meeting and part of the official record:**

* Agenda
* Minutes
* Cape Light Compact Contract Email
* Cape Light Compact Correspondence
* Correspondence Authorizing Margaret Downey to Sign the Contract for the County
* Correspondence from Ann Richart to the County Commissioners
* Cape & Vineyard Electric Cooperative Usage Information