**Dukes County Advisory Board on Expenditures**

Minutes

**Tuesday, December 12, 2017**

**2:30pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**County Advisory Board (CAB):** Arthur Smadbeck (Edgartown – 38.60%), Skipper Manter (West Tisbury – 12.45%), Brian Packish (Oak Bluffs – 13.97%) and Bill Rossi (Chilmark – 16.56%) , Melinda Lobert (Tisbury 13.52%)

**Dukes County Commissioners (DCC):** Tristan Israel

**County Staff Present:** Martina Thornton – County Manager, Connie Andrade - Administrative Assistant to County Manager , Noreen Mavro Flanders – County Treasurer, Paulo DeOliveira – Register of Deeds, Chuck Cotnoir – Dukes County Emergency Manager

**Others:** Joanie Ames – MVTV

**Art called the meeting to order at 2:30pm**

**Skipper/Melinda made a motion to approve the minutes of Sept 5, 2017 as amended (there was an extra word “process” in the last paragraph). So voted. Edgartown yes, Chilmark yes, Oak Bluffs yes, Tisbury yes and West Tisbury yes. Motion carries.**

**FY2018 Budget Amendment-Registry of Deeds:**

Martina said the Dukes County Commissioners approved the Registry of Deeds FY2018 Budget Amendment on December 5, 2017. Paulo is requesting an additional $15,180.00 be appropriated from the Registry of Deeds excise tax (see file) for restoration, repair and scanning of oversize registry books. A discussion was held. Paulo explained the process and the timing of scanning these old records.

**Bill/Melinda made a motion to approve the FY2018 Registry of Deeds Budget amendment for the appropriation of $15,180.00 for the restoration, repair and scanning of oversize old registry of deeds books.** **So voted. Edgartown yes, Chilmark yes, Oak Bluffs yes, Tisbury yes and West Tisbury no. Motion carries.**

**Regional Programs – Assessments:**

Martina said at the end of FY2017 the First Stop Program and the Center for Living had remaining funds. She would like to know how the towns would like to handle these types of situations; refund the monies by check or decrease the next fiscal year annual assessment. A discussion was held. The CAB agreed the County should return any unused funds to the towns by check as opposed to reducing the assessments. Martina said the Center for Living has requested to keep the extra monies because they are moving into the new building and may need additional funds for unforeseen costs. A discussion was held. Skipper said no other programs receive as much scrutiny as these programs between the CAB, public hearings, Fincoms and the annual town meetings. Noreen said these programs should be held to the same standards as the County, if they have particular line items, they should have to stay within those items and not just within the budget as a whole. Brian said the monies should be spent the way it was presented to the towns. The CAB agreed that these programs will not be allowed to go over budget. The CAB asked Martina to contact County Counsel for a legal opinion. The CAB would also like a memo from Martina stating how the oversight on the programs was managed before and what she is proposing. The CAB agreed that the Memorandum of Understanding should be revised once the County receives a legal opinion.

**Manager’s Report:**

**Courthouse Update:**

* Handicap Ramp: Martina had to rebid the handicapped ramp because the first bids came in much higher than the budget. The plans have been revised to make the posts mahogany instead of bronze, which should bring the costs to within the budget and the new plans were approved by the Edgartown Historical Commission. The bid request is being advertised this week.
* The Lift: Martina said she has applied for a variance and the representative from the lift said he needs a letter from an engineer stating that the wall can hold the new lift.
* Emergency Repair: The repair has started on sealing and repointing the bricks to avoid more water damage. The repairs are expected to last a couple weeks and once completed the interior repairs will be done.
* Air Conditioning: The units are currently being shipped and then installation will begin soon.

**Center for Living:**

* Bid to Lease Second Floor at 29 Breakdown Lane, Tisbury: The bid lease has been advertised with a due date of January 3, 2018, the information is also available on the County’s website. The County has scheduled a public hearing for February 7, 2018 in Tisbury.

**Charter Study Review vs Internal Review Study:**

Martina said the DCC has been in discussing about the possibility of doing another charter study. She suggested a review of the County Administrative Code with the possibility of establishing a municipal advisory council to decide if we need a full charter study or just internal improvements. A full blown charter study commission is expensive and time consuming. A discussion was held. The CAB asked Noreen to review the monies that were unspent from the last charter study and report back to them.

**Cape and Island License Plate Revenue:**

The CAB discussed the money that the towns will be receiving from the sales of the Cape and Islands license plates. Skipper said the Island has enough tourism and economic development and would like to see the money used to help the afford housing situation; each town would get the money based on the number of plates that are sold to their town. He would like the CAB to discuss this issue further. Martina said she will discuss this issue with the DCC and find out if new legislation would need to done.

**Skipper/Bill made a motion to adjourn. So voted. Edgartown yes, Chilmark yes, Oak Bluffs yes, West Tisbury yes and Tisbury yes. Motion carries.**

**CAB meeting was adjourned at (3:44pm).**

Respectfully Submitted by:

JOSEPH E. SOLLITTO, JR., Clerk of Courts

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

* Agenda
* FY2018 Registry of Deeds Budget Amendment