**Dukes County Commissioners**

**Minutes**

**Wednesday, November 14, 2018**

**2:00pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**Dukes County Commissioners Present:** John Alley–Chair, Gretchen Underwood—Vice Chair, Tristan Israel, 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, Paulo DeOliveira – Register of Deeds, Keith Chatinover—Commissioner-elect, John Cahill—Commissioner-elect

**Others Present:** Joanie Ames –MVTV, Julie Fay—MV Community Services (MVCS), Paddy Moore-Healthy Aging MV

**Minutes:**

**Christine/Tristan made a motion to approve Dukes County Commissioner’s minutes of**

**September 24, 2018 as presented. So voted. All in favor. Motion carries.**

**FY2020 Proposed Budget:**

The FY2020 Proposed Budget Summary was distributed and discussed (see attachments). Martina said that per the approval at last week’s meeting to implement the 5% grant administration fee, she has added $60,000 in revenue to the FY2020 budget, leaving a surplus of $24,644. She also said that she removed the $32,000 expense for parking lot repairs. She has not yet spoken to the Airport Manager about the possibility of receiving any excess asphalt should there be an opportunity after the runway project. Additionally, Paulo requested an amendment for his salary increase from a 1.5% Cost of Living Adjustment (COLA) to a 2.0%. A discussion was held. Tristan said that he and Leon met in subcommittee to discuss the salary increases and are proposing a 2.5% increase for Paulo, a 3% step increase and a 2% COLA increase for Ann M. (Treasurer). Tristan also said that they would like to hold an executive session to discuss the salary and terms of Martina’s contract but suggests for the FY2020 budget approval that they approve the 3% increase for Martina until the DCC can hold an executive session. He also wanted to make it clear that the executive session has nothing to do with Martina’s job performance and that she is doing a great job. The DCC cannot schedule an executive session before November 14th so Tristan suggested that they approve the higher number (3%) for now and hold the executive session later. They can amend the budget thereafter if a different number is decided upon. David suggested putting the funds for the proposed salary increases for the three individuals being discussed in a reserved fund and determine how much to allocate the increases at a later date. David also said he doesn’t understand why we wouldn’t give all employees the same COLA increase because inflation affects all the staff equally. Tristan said the County is on a very tight budget, so he thinks the 2% COLA is the only increase that should be approved. There was discussion on the methodology used to arrive at 2% COLA and whether this should be on the table for discussion again. Martina suggested that we have another compensation classification study done and that with a surplus in the budget we have enough funds to do so.

**David/Tristan made a motion to approve the FY2020 salary increase for the Registrar of Deeds to 2.5%. So voted. All in favor. Motion carries.**

**Tristan/Christine made a motion to approve a FY2020 salary increase for The Treasurer of 5% (3% Step increase and 2% COLA increase). So voted. John, Yes. David, No. Tristan, Yes. Gretchen, Yes. Christine, Yes. Motion carries.**

**David/Tristan made a motion to amend the FY2020 budget by adding $5,000 to pay for a new compensation classification study for the County. So voted. All in favor. Motion carries.**

**Tristan/Christine made a motion to approve the presented FY2020 budget with the amendments made by the motions above. So voted. All in favor. Motion carries.**

**Manager’s Report:**

* **Courthouse Emergency repairs -** Martina said she needs additional funds for the heating system repairs. She says that the County owes $7,000 for the asbestos pipe removal and we will need $25,000 for the Chimney repair. There will also be money needed for the heating company to add a new circulating pump. She is requesting another $15,000 in addition to the $25,000 already requested (for a total of $40,000 for the repairs). Funds might also be needed for special temporary equipment to be brought from off-island to heat the courthouse in the interim until the heating system is fixed. Martina said that although the trial court is closed, we could have the Registry of Deeds remain open because they have heat through the mini-split system. She said she would need to coordinate having a court officer at the front door to secure the building, which would be an added expense. Tristan asked what the status was of organizing a meeting with the trial court to discuss the future of the courthouse. Martina said she tried to organize a meeting at the end of October but the response from individuals was that it would be better to wait until after the election and now she has been dealing with the emergency heating repairs. She said she would reach out again and request a meeting to happen before January.

**Christine/Tristan made a motion to approve the appropriation of $15,000 from Unreserved Fund balance to pay for the costs of the courthouse heating system repairs. So voted. All in favor. Motion carries.**

* **Substance Use Disease (SUD) Prevention –**Martina reminded everyone that the CAB meeting will be held on Monday, November 19, 2018 to approve the regional budgets for FY2020. All warrant articles are due by that day for approval. A discussion was held. Christine suggested that the County should be submitting a request for $30,000 in FY2020 for Substance Use Disease (SUD) prevention. Tristan said that we should think about asking the towns to add a line item in their budgets for this program. Martina said this warrant article will be sponsored by the DCC.

**David/Tristan made a motion to sponsor and approve the warrant article request of $30,000 from the six towns to fund the SUD program. So voted. All in favor. Motion carries.**

**Tristan/Christine made a motion to approve Martina arranging for a security detail at the front door of the courthouse to secure the building so that the Registry of Deeds can remain open while the heating system repairs are being finished. So voted. All in favor. Motion carries.**

**New Business:**

* **Proposed 5% County Administration Fee**: Paddy Moore expressed her concern with the proposed 5% County administration fee and that it would be duplicative and take services away from Healthy Aging, CORE and First Stop. A discussion was held. Tristan said that the County is facing a budget deficit and this is one way to address it. He also said that the County should be compensated for the time and effort put into administering these articles and bringing them to the Towns.
* **David Holway:** Gretchen said this was the last DCC meeting that David will serve as a Commissioner and she wanted to thank him for his years of service to the County.
* **Airport Borrowing:** Martina presented the updated language for the legislation for the Airport borrowing for the runway project (see attachments).
* **MVTV Funding:** Martina presented an email from MVTV regarding potential funding cuts to public access TV due to pending FCC legislation. She asked if the DCC would sponsor a letter of support for this program and voicing opposition to the legislation.

**Tristan/Christine made a motion to authorize Martina to write a letter of support for MVTV Public Access Television on behalf of the Dukes County Commissioners. So voted. All in favor. Motion Carries.**

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

**The DCC meeting was adjourned at 2:54pm.**

**Certified by:**

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T. George Davis, Clerk of Courts

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

* Agenda
* FY2020 Proposed Budget