**Dukes County Commissioners**

**Minutes**

**Tuesday, December 12, 2018**

**1:00pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**Dukes County Commissioners Present:** John Alley–Chair, Gretchen Underwood—Vice Chair, Christine Todd, \*Tristan Israel, Leon Brathwaite and Bob Zeltzer

**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, Bob Rosenbaum—Chair, Martha’s Vineyard Airport Commission

**Others Present:** Joanie Ames –MVTV, Landry Harlan—Vineyard Gazette, Keith Chatinover – DCC Elect

**Minutes:**

No minutes were presented to vote on.

**Airport Bond Acceptance:**

Ann M. distributed and reviewed the documents for the Airport bond $6,000,000 three percent General Obligation Federal Aid Anticipation Note (FAN) (see file). The Note is payable on October 15th, 2019 with a 3% interest rate and a premium of $35,000. A discussion was held. John asked what happens if the County does not pay by this date. Ann M said that the project should be done well before this date. Bob R. said that the project will be completed by May because commercial flights start in June. He said the airport should receive reimbursement from the FAA well before October. The DCC agreed to approve the bond and then signed the documents distributed by Ann M.

**Christine/Gretchen made a motion to approve the following:**

**Voted: to approve the sale of a $6,000,000 3.00 percent General Obligation Federal Aid Anticipation Note (the "Note") of the County dated December 18, 2018, and payable October 15, 2019, to Oppenheimer & Co. at par and accrued interest plus -a premium of $35,005.00.**

**Further Voted: that in connection with the marketing and sale of the Note, the preparation and distribution of a Notice of Sale and Preliminary Official Statement dated November 27, 2018, and a final Official Statement dated December 4, 2018 (the "Official Statement"), each in such form as may be approved by the County Treasurer, be and hereby are ratified, confirmed, approved and adopted.**

**Further Voted: that the County Treasurer and the County Commissioners be, and hereby are, authorized to execute and deliver a significant events disclosure undertaking in compliance with SEC Rule 15c2-12 in such form as may be approved by bond counsel to the County, which undertaking shall be incorporated by reference in the Notes for the benefit of the holders of the Notes from time to time.**

**Further Voted: that we authorize and direct the County Treasurer to establish post issuance federal tax compliance procedures in such form as the County Treasurer and bond counsel deem sufficient, or if such procedures are currently in place, to review and update said procedures, in order to monitor and maintain the tax-exempt status of the Note.**

**Further Voted: that each member of the County Commissioners, the County Clerk and the County Treasurer be and hereby are, authorized to take any and all such actions, and execute and deliver such certificates, receipts or other documents as may be determined by them, or any of them, to be necessary or convenient to carry into effect the provisions of the foregoing votes.**

**So voted. All in favor. Motion carries.**

**2019 Dukes County Commission Meeting Calendar:**

The 2019 County Commissioner Meeting Schedule was distributed and reviewed. A discussion was held and the DCC agreed to postpone the approval of the 2019 schedule to accommodate the two incoming commissioners in January. Gretchen made a suggestion to move the meeting time in the summer. Leon suggested moving the meeting in the first week of July to the last week of June.

**2019 Appointment Schedule:**

The 2019 appointment schedule was reviewed and discussed. Martina asked when the DCC would like her to advertise the appointments. Keith Chatinover said he feels that posting in the advertisement section of the paper has not been historically effective. He asked if the County would consider posting the positions as a press release, which would be free. Martina said that the decision to publish a press release is up to the paper, she said she has sent press releases to the papers in the past and they have not been published. Bob said that whether or not it is published is dependent upon how much space they have in the paper for the particular issue. It can’t be relied on as a reliable way to advertise. Christine suggested posting the positions as a letter to the editor as well as running an ad on MVTV. The DCC agreed to use all four options listed above. Bob made a comment that discussions about the procedures for making appointments should take into consideration the new commissioners that will be joining in January and also broader participation. He also said that it should not be added to the agenda last minute, the Commissioners need sufficient notice before a vote is required.

**\*Tristan arrived at 1:30PM**

**Bob/Tristan made a motion to rescind the vote taken at the December 5th meeting where Leon Brathwaite was reappointed as the representative on the Martha’s Vineyard Commission. So voted. John, No. Tristan, yes. Bob, Yes. Gretchen, No. Leon, No. Christine, Yes. Motion fails.**

Martina said that she will advertise appointments in January and will hold interviews for positions on February 6th. Appointments will be made on March 6th.

**Manager’s Report:**

FY2020 Budget: the CAB took the following actions on their meeting yesterday, December 11th:

1. The CAB did not approve the DCC vote to move $50,000 from the unreserved fund to fund OPEB.
2. The CAB voted to increase the County tax received from the Towns by 2.5% to be contributed in FY2020
3. The CAB agreed to put forth a warrant article to the Towns requesting a $100,000 contribution to OPEB
4. The CAB voted to rescind the vote to move $250,000 into the Stabilization fund
5. The CAB voted to return $125,000 to the Towns from the Cape & Islands license plate fund, the final dollar amount is pending the audit numbers
6. The CAB approved adding the 5% administrative fee to the health and human service budgets as part of funding requested to be funded by the Towns

**Christine/Tristan made a motion to approve the County FY2020 request for Funding for regional programs with the 5% administrative fee added to the services proposals and submit the funding request to the Towns. So voted. All in favor. Motion carries.**

**New Business:**

Bob said that since his term is ending, the DCC will need to appoint a new Chair for the committee to explore if the position of County Treasurer can become an appointed position. The DCC agreed to discuss it at the next meeting.

Tristan said that the DCC needs to schedule an executive session to discuss the terms of the County Manager’s contract.

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

**The DCC meeting was adjourned at 2:11pm.**

**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
* County Commissioners Meeting Schedule January 2019 through December 2019
* 2019 Appointments
* Vote of the County Commissioners (to Approve the sale of$6,000,000 3% Note)
* FY2020 County Request for Funding