**Dukes County Commissioners**

**Minutes**

**Wednesday, October 3, 2018**

**4:00pm**

Dukes County Administration Building

9 Airport Road, Edgartown, MA

**Dukes County Commissioners Present:** Gretchen Tucker Underwood – Vice Chair, Tristan Israel, Bob Zeltzer (Bob Z.), Christine Todd and David Holway, \*\*John Alley

\*\*Arrived late

**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:** Joanie Ames -MVTV, Landry Harlan – MV Gazette, Holly Bellebuono- Healthy Aging MV, Julie Fay - MVCS

**Minutes:**

**David/Christine made a motion to approve the Dukes County Commission minutes of September 5, 2018 as presented. So voted. All in favor. Motion carries.**

**Dukes County Health Council (DCHC) Appointments:**

Two applications were presented for the volunteer positions on the Dukes County Health Council (DCHC): Lila Fisher and Bernadette Thomas (see attachments). Christine said she is very pleased that they have stepped up to the plate to serve on the DCHC.

**David/Christine made a motion to approve the appointments of Lila Fisher and Bernadette Thomas to the Dukes County Health Council. So voted. All in favor. Motion carries.**

**Mass DOT Grant Assurances for Airport Runway Project:**

The Mass DOT Grant Assurances document was distributed to the Dukes County Commissioners (DCC) and reviewed prior to the meeting (see attachments). A discussion was held. Tristan said that he was uncomfortable with the language in clause E.1 “Certification of the County Commissioners of Martha’s Vineyard.” He said that he felt the language was too strong and demeaning to the DCC. Ann R. said this is boilerplate language and provided a sample from Nantucket airport. Bob Z. asked Ann if she could request similar language from other local airports that the DCC could review. Christine suggested that a committee be formed to work on revisions to the grant assurances language going forward. The DCC agreed to this and a committee was formed with the following members: Tristan, Gretchen & Christine.

**Christine/David made a motion to approve the Mass DOT grant assurances as presented. So voted. All in favor. Motion carries.**

**\*\* John Alley arrived at 4:23PM**

**Homeless Prevention – Harbor Homes- CPC Application:**

Gretchen reminded the DCC that they cannot take a vote on an item that is not on the agenda; therefore the DCC rescinded the vote that was made at the DCC meeting on 9-24-18 which approved the County sponsorship of the Harbor Homes CPC grant application. Since the DCC has since had a chance to review the Harbor Homes grant application the item was added to the agenda for this meeting, a vote will be retaken at this meeting.

Karen Tewhey gave a presentation and background information on the Harbor Homes initiative (see attachments). She said that the County is requesting $300,000 from the six island towns for a down-payment on the purchase of a home (with a maximum purchase price of $800,000). The Harbor Homes program will help provide permanent housing for the homeless population that falls below the 30% median area income level. This is addressing an unmet need on the island, as there is a growing population of homeless individuals that do not qualify for other subsidized/affordable housing options. In the past, the County received a HUD grant for rental housing for five homeless individuals. The County had to default on the grant because of the shortage in rental housing availability on island. Karen said that the Island is in a rental housing crisis. A survey done found that the island is short 1,000 rental units (635 of those that should be affordable/low income). Therefore, the purchase of a home will be a better way to address the problem. Karen said the prospective home would be an educational institution for 5-7 individuals that would provide single-occupancy rooms and shared kitchen/bath. There would be case management for each individual and life skills training that would help give individuals the tools needed to become financially stable and eventually able to move on to more permanent housing. A discussion was held. David asked if Harbor Homes spends up to $800,000 and the grant would only fund $300,000, how is the rest of it being financed? Karen said that they would mortgage $500k. She said that it amounts to around $80k annually in operating costs. Karen said they are anticipating receiving $24,000/yr. in rent and the rest would need to come from donations/grants. Tristan asked if they had looked hard at the numbers and if there would be future requests for funding from the towns? David asked who’s name the mortgage would be in? Martina said that they are in active discussions with Island Housing Trust (IHT) in the hopes that they would be the purchaser/owner of the property. Bob asked if they thought about renovations/repair costs when purchasing the house. Martina said yes, money is allocated in the budget for this. Martina wanted to remind everyone to attend the Harbor Homes fundraiser on Oct. 28th at the Barn, Bowl & Bistro.

**David/Tristan made a motion to approve the County sponsorship of the Harbor Homes grant application for $300,000 from Community Preservation Committee (CPC). So voted. All in favor. Motion carries.**

**Shellfish Propagation Grant:**

The MV Shellfish Group (MVSG) sent a proposal how they would use the FY19 funding (see attachments). MVSG would like the State to earmark for $58k for shellfish propagation. The County has been doing business with MVSG in this manner for 3 years. Martina recommended that the DCC approves this proposal for FY2019.

**David/John made a motion to approve the proposal from MVSG for FY2019 how to apply for funding of $58,000. So voted. All in favor. Motion carries.**

**# Heating Oil Fuel Bid Approval:**

Martina said the annual bid has closed for the contract to supply municipal buildings with #2 heating oil fuel for the period of Oct. 1, 2018-Sept. 30, 2019. Only one bid was received from R.M. Packer and it was 18 cents higher per gallon than last year’s contract. She recommended that the DCC approve the bid and sign the contract for 2018-2019.

**John/David made a motion to approve the bid from R.M. Packer and authorize the County Manager to sign the contract for delivery of oil for the period of Oct.1, 2018- Sept. 30, 2019. So voted. All in favor. Motion carries.**

**Manager’s Report:**

* **Courthouse:** Martina said the lift is expected to be delivered to the warehouse soon but they are behind on the installation and are looking at November for an install date. Martina said the Vineyard Transit Authority (VTA) has a grant to improve ADA access on Church Street. The VTA is asking the County if they can place three lanterns on the courthouse lawn to provide better pedestrian lighting. The VTA is also asking to eliminate an electrical pole and bury the transformer underground on County property; pending NSTAR approval. Martina would draft a contract which stipulates that the VTA or NSTAR will be responsible for all installation and maintenance/repair costs involved. A discussion was held. Christine asked if the County would have to grant an easement. Martina said yes. David said he would recommend leasing to them instead of an easement. Paulo said that we can specify that the NSTAR would be responsible for all costs as part of the easement. The commissioners agreed that Martina should move forward with drafting the contract to bring back to the DCC for approval.
* **SUD Update:** Martina said that Med STAR conducted a community health and wellness assessment in the school district. She said that she is very pleased with results presented and we will work with the school district to see how the County can help to implement the recommendations. Tristan suggested that the County should think about sending a newsletter to the Towns as a way to share these types of success stories so that the Towns can see the positive impact from their funding. Martina also said that she and Christine have been working with Family planning to bring the AIDS Support Group of Cape Cod to the Island. She is happy to report that they have reached an agreement and the AIDS support Group will start working out of their office this month.
* **Letter from Oak Bluffs (OB) & Tisbury re: Regional Services:** Martina said that a letter was distributed from the OB and Tisbury Selectmen to all of the regional health and human services agencies. There is a concern from these Towns about the increase in requests each year through warrant articles for funding. OB and Tisbury selectmen are requesting a meeting ahead of FY2020 budget planning with all Health and Human Service agencies to review these issues and discuss opportunities to consolidate efforts and control budgets. Martina has reached out to the agencies and scheduled a meeting for Oct. 12th and will report back to the DCC the outcome of the meeting. A discussion was held. Tristan said that he believes these agencies provide important services but we need to take a closer look at potential duplication and improving efficiencies and budgets. Christine said that she suggests that a meeting takes place promptly after the Oct. 12th meeting with the OB and Tisbury finance committees to address their concerns before it gets too close to the FY2020 budget process. John said that he does not agree with the letter and that we are going down the wrong track. He said he believes the agencies should present their requests and then let the voters decide. Christine said that this relates to the larger issue of how the formulas for town funding works. She said Oak Bluffs and Tisbury support many large non-profit organizations in their towns and do not get tax revenue income back. She said there’s no motivation for Edgartown, West Tisbury and Chilmark to pay more for these services. Paulo pointed out that the Martha’s Vineyard Commission (MVC) is preparing to do a study on the island-wide health and human agencies available to the 60+ year old population. Martina said this may help give us some insight but it doesn’t address all the agencies and it won’t be ready before the FY2020 budget process.
* **FY2020 Budget:** Martina said that we are behind on the FY2020 budget process. The County needs to have an approved budget by Nov. 1st. The worksheets have been distributed to the department heads; she won’t have a draft ready for review until Oct. 18th. She said that afterwards there should be a meeting with the finance subcommittee to review the draft budget. Martina also said that we also need to have a public hearing about County priorities for the budget and this should be held on the same day. She recommended that we then have the DCC meeting on Nov. 1st to approve the budget and then the mandatory meeting on November 14th. A discussion was held and it was discovered that the Commissioners won’t have a quorum on Nov. 1st, so it was agreed that the meeting would be set for Nov. 2nd at 3pm. Martina then reported that the Cost of Living Adjustment (COLA) number for FY2020 will be 2%. She asked for the DCC to approve this number because the department heads need this number for their budgets. David thought this number was too low. Paulo said that the County Personnel Bylaws state that a compensation study should be done every five years and we are past that mark, so we should budget for one to happen in FY2020. Tristan brought up one more budget concern regarding administrative costs with health and human services that were transferred to Martha’s Vineyard Community Services (MVCS). He said that we should be asking MVCS to cover the costs of the County administering articles for services that originated with the County and later moved to MVCS. Martina agreed and said that it would be discussed at the Oct.12th meeting.

**Tristan/John made a motion to approve the FY2020 COLA percentage at 2%. So voted. Tristan, yes. John, yes. Bob, yes. David, no. Gretchen, yes. Motion carries.**

**Youth Task Force (YTF):** Martina said the YTF has created their own non-profit and the County has a new contractual relationship with them. The treasurer distributed a memo (attached) which describes that all grants have been reviewed and reconciled and the remaining balance owed to YTF is for $137.11. She asked the DCC to approve this payment. The only remaining activity for YTF is the State grant that the County renewed for $100,000/yr., which we have contracted with YTF to fulfill.

**David/Christine made a motion to approve the payment of $137.11 to the Youth Task Force. So voted. All in favor. Motion carries.**

* Martina said that the Governor has proclaimed October 18th “Community Mediation Day” and the local mediation group would like to set up an info booth at the courthouse on that day.

**New Business:** Bob said he was concerned about the SSA and the article in the MV Times about the increase in vehicle and passenger traffic over the past summer. He said that County and the MVC should put their heads together on this issue. He requested that Martina get in touch with the MVC and find out if there’s a business plan for the SSA that can be reviewed and then together the County and the MVC should send a memo to the SSA. Martina agreed to do this.

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

**The DCC meeting was adjourned at 5:29pm.**

**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 from 9-5-18
* Lila Fischer Application for DCHC
* Bernadette Thomas Application for DCHC
* Grant for Shellfish Propagation Program
* Harbor Homes CPC Grant Application
* Letter from Oak Bluffs & Tisbury Selectmen re: Request for Consideration of Municipal Funding
* Broadcast Report 10-01-18
* VTA Existing Conditions Site Plan
* Letter from Ann Metcalf Re: Youth Task Force Grant Balances
* DC General Fund Statement 06-01-18 Through 06-30-18