

**Dukes County Commission (DCC)**  
**Meeting Minutes**  
**Wednesday, October 5, 2022**  
**4:00 PM**

*REMOTE PARTICIPATION ONLY*

**Dukes County Commissioners Present:** Tristan Israel, Don Leopold, Leon Brathwaite\*, Keith Chatinover

**Other County Officials Present:** Martina Thornton – Dukes County Manager, Paulo DeOliveira – Register of Deeds, Sarah Kuh – VHAP Director

**Others Present:** Abigail Rosen – MV Times, Danielle Ewart, Emma Green-Beach – MV Shellfish Group

**Christine called the meeting to order at 4:00 PM**

Minutes –9-21-2022

**Tristan/Keith moved to approve minutes of 9-21-2022. So voted. Tristan- yes, Leon – yes, Keith – yes, Don – yes. Motion carries.**

**Personnel Board recommendations**

FY2024 Pay Scale recommendation (see on file)

Leon introduced the proposed pay scale as recommended by the Personnel Board for FY2024. COLA is 2.45% and for employees to move on this new scale which overall is 8.45% increase over FY2023. The impact on the budget will be calculated when the budget is presented at the next meeting.

**Tristan/Keith moved to adopt the FY2024 pay scale as presented. So voted. Keith – yes, Tristan – yes, Leon – yes, Don – yes. Motion carries.**

County Personnel Bylaws amendment - Personnel Board reviewed this issue again and is still recommending adding the word “resignation” to section 11.7 and keeping the cap of buyout same as for any other buyout.

**Leon/Tristan move to adopt the recommendation as presented and to also change the language in the one to last sentence of the paragraph 11.7. from “number of hours in the week” to “hourly rate”. So voted. Keith – yes, Tristan – yes, Leon – yes, Don – yes. Motion carries.**

MV Shellfish proposal

Martina introduced the request by the MV Shellfish group to spend the \$50K state earmark as part of their annual budget. This is an annual reoccurring state earmark outside of the county budget.

**Tristan/Keith moved to approve proposal of MV Shellfish group for spending the \$50K state earmark for shellfish propagation as requested. So voted. Keith – yes, Tristan – yes, Leon – yes, Don – yes. Motion carries.**

Eversource working group appointment – request from Kate Warner

Tristan did recommend Peter Wharton but if Peter is not interested, Tristan would be willing to do it. It will be discussed at the next meeting since Peter is not present.

Carry Overs from FY2022 to FY2023 (see on file)

Martina introduced the carry overs and explained the need for it due to projects that were scheduled to be done and paid for in FY2022 but for various reasons extended to FY2023. The total for the Registry of Deeds is \$2,150. County Administration Building budget – for Cyber Security Assessment is \$11,488 and Capital Improvement Fund carry over for LED project is \$5,420.82 and for the difference of cost of rebuilding the bathroom and what insurance company covered \$4,037.11. Martina is still in discussions with the insurance company if they will cover the addition \$3,037.11 (\$1,000 is deductible). Discussion followed. Martina's understanding is that these amount will lower the cash surplus at the end of FY2022 and be carried over to FY2023.

**Leon /Tristan moved the adopt the carry overs from FY2022 to FY2023 as presented. So voted. Keith – yes, Tristan – yes, Leon – yes, Don – yes. Motion carries.**

Treasurer Search – updates – Christine and Peter interviewed two candidates, only one is viable but is limited to 23 hours per week. This is logistically difficult, but we are in that position now and need to work it out if that is the only option we have as Tim McLean would like to be released from the position by the end of December. We are still advertising for the position. Keith asked for special legislation that we can go off island to at least fill in the position if we have immediate vacancy.

American Rescue Plan Act

The Advisory Committee for the ARPA septic project met yesterday and agreed as follows:

**Allocation:**

- The funds are to be applied to the costs of installing nitrogen reducing systems that meet the standard of 13mg parts per liter, for existing conditions (e.g., not for additional flow such as new bedrooms)
- The \$475,000 to be awarded to MVC will be combined with the \$1,000,000 proposed for IA systems to total \$1.475 million
- At an average anticipated cost of \$45,000 per full installation, the funds would be allocated as follows
  - 7 systems each for Edgartown, Oak Bluffs, Tisbury (\$315,000 per town)
  - 6 for West Tisbury (\$240,000)
  - 4 for Chilmark (\$180,000)
  - 2 for Aquinnah (\$90,000)
  - Total systems = 33
  - Total \$'s = \$1,485,000

**Social Justice Guidelines** - All towns will decide multiple of County AMI (approximately \$82,000) for full or partial awards.

**Time frame** - Any funds not applied by 12/21/2024 shall be re-allocated by the County at the County's discretion

**Process**

- Coordinating Committee will vet vendors who meet the standards above
- Towns will award funds as per above
- Homeowners will hire and manage the process
- County will reimburse homeowners for approved expenditures (or pay invoices, need to find out what County is allowed to do within ARPA regulations)

\*Leon left the meeting.

**Building Committee Updates**

Vineyard Health Care Access Program (VHCAP) building upgrades – contract with designer has been finalized. The designer assured to bring architect on board with the project. So the planning work can start now.

Building Committee is recommending to cut down two trees that are close to the VHCAP building in order to preserve the fairly new roof and if feasible to allow of solar installation there. The lowest quote Martina was able to get so far is \$2,450. If approved by DCC this will also require vote by the CAB.

**Tristan/Keith moved to use up to \$2,500 from Capital Improvement Fund to cut two trees at the VHCAP as recommended by the Building committee. So voted. Keith – yes, Tristan – yes, Don - yes. Motion carries.**

**Tristan. Keith move to authorize Martina to send letter to the State requesting for Dukes County Courthouse to be include in the needs assessment study that the State is planning for all State owned Courthouses, with the understanding that County will contribute up to 13% of the cost of the study allocated to the Dukes County Courthouse. Discussion followed. Paulo DeOliveira mentioned that the 13% represents the Registry of Deeds share of the space of the Courthouse and it would come from the Registry budget and would not impact the overall county budget. So voted. Keith – yes, Tristan – yes, Don - yes. Motion carries.**

**Manager's Report (see on file)**

Richard Cohen is resigning as Associate Commissioner for Disabled as of October 20, 2022.

October 18<sup>th</sup> 4-6pm joint meeting of Nantucket and MV Boards of Selectmen via zoom

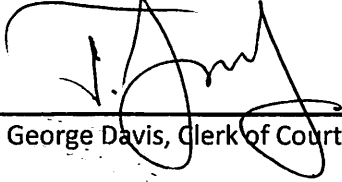
October 28<sup>th</sup> – meeting of County officials in Plymouth County

**Public Comment - none**

Calendar: Dukes County Commissioners Meeting 10-19-2022 at 4:00PM

Tristan/Keith made a motion to adjourn the meeting at 5:01PM. So voted. Tristan Israel – yes, Keith Chatinover – yes, Don Leopold -yes. Motion carries. The Dukes County Commission meeting was adjourned at 5:01PM.

Certified by:

A handwritten signature in black ink, appearing to be 'T. George Davis', is written over a horizontal line.

T. George Davis, Clerk of Courts

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

- Meeting Agenda
- Proposed FY2024 Pay Scale
- Proposed Amendment of the Personnel Bylaws