

**Dukes County Commission (DCC)
Meeting Minutes
Wednesday, November 16, 2022
4:00 PM**

REMOTE PARTICIPATION ONLY

Dukes County Commissioners Present: Christine Todd, Tristan Israel, Keith Chatinover, Leon Brathwaite

Other County Officials Present: Martina Thornton – Dukes County Manager, Paulo DeOliveira – Register of Deeds, Sarah Kuh – Vineyard Health Care Access Program (VHCAP) Director

Others Present: Bob Johnson, Doug Ruskin, Jim Klingensmith, Julianne Vanderhoop, Liz Durkee – MV Commission, James Malkin – Steamship representative, Aidan Pollard – MV Gazette, Rich Saltzberg – MV Times

Christine called the meeting to order at 4:03 PM

Minutes – postponed to next meeting

SSA update – Jim Malkin

Passengers in October 2021 to October 2022 are 3.8% increase. 6.3% increase so far for 2022 compared to 2021. Jim gave also statistics for car traffic. More islanders are traveling back and forth in 2022 than in 2021. Jim updated the commissioners on improvements to the reservation system and reasons for two rates during the year for islanders.

Climate Action Plan – Liz Durkee (presentation on file)

This plan was developed by a consultant with input from many local experts. It looks out for the next 20 years and six major areas. Liz introduced the main areas of concern that the plan is addressing and what are proposed activities to address climate change. There will be funding needed to be able to implement all the strategies.

Finance Committee – Update

The finance committee met yesterday and discussed several items.

FY2024 budget adjustment – the retirement allocation split was received which further decreased the need the ask to the towns to \$31K. New Summary is on file and was sent to the board prior to meeting.

Leon/ Tristan moved the updated budget. So voted. Tristan – yes, Leon – yes, Keith – yes, Christine – yes. Motion carries.

VHCAP building renovation – question how that will be paid for. A very rough preliminary estimate is between \$200K-250K but we only have about \$175K in the capital improvement fund. Suggestion to ask the state representatives to identify funding sources on the state level (grants etc.) and at the same time discuss with the CAB the funding mechanism perhaps through a warrant article. Discussion followed. Martina recommended for the Commissioners to ask for warrant article to support the renovation and

put a placeholder of \$200K request forth with the understanding that the number will be refined when the plans are finalized, and actual estimates based on the final plans are received.

Doug offered to start working with the building committee now. He suggested putting a higher number as placeholder.

Tristan/Leon moved to submit a warrant article with a placeholder of \$600K for renovation of the VHCAP building. So voted. Tristan – yes, Leon – yes, Keith – yes, Christine – yes. Motion carried.

ARPA allocation - If we do not hire a person that will do the work, we should track hours and bill for treasurer's office and manager's office time. The question remains – how much per hour it the County going to charge and how frequently we will be charging it. It was suggested to charge as we go (monthly or quarterly, but the overall allocation of costs is usually not calculated until the end of fiscal year when actual cost for each department are all in.)

ARPA funding of BOH project BOH agent will tell manager that the system was installed and authorize county to the homeowner's vendor bill directly. The grant agreement will describe what steps and documentation will the county need to be submitted and done before an invoice can be paid. It will have to be determined if the documentation will go to legal for review or if the county manager review will be sufficient based on guidelines from legal.

General Allocation of overhead – Airport - ask them to honor the same amount for FY23 as they paid for FY2022 (\$102,000). Peter will have a discussion with the Airport.

FY2023 – overtime pay for VHCAP staff to allow for more appointments during the open enrollment period to be paid from grants. Budget amendment will be proposed to CAB on Thursday. This will not affect the county budget or the town funding request.

FY2023-25 audit engagement letter was not discussed.

Treasurer Search – updates

No new candidates. We are still advertising in the local paper. The legislation was sent to be filed by our State representative and will work with Senator Cyr's office to move it through and will keep up updated

Manager's Report (on file)

CAB Meeting scheduled for November 17th at 2:30pm

State Forrest Superintendents housing legislation

H.909, the State Forest bill is still in the House Committee on Ways and Means.

Leon/Tristan moved to send a letter to the committee advocating for the bill to be reported out favorably. So voted. Tristan – yes, Leon – yes, Keith – yes, Christine – yes. Motion carried.

County Treasurer Legislative change to allow commissioners to appoint treasurer not residing in Dukes County. Carlie Clarcq, Legislative Aide for Representative Dylan Fernandes e-mailed me that they will file the legislation.

Working with auditors on FY2022 audit.

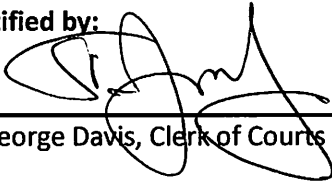
American Rescue Plan Act – Updates

Airport should meet with the county and with the auditors regarding the reporting requirements.

Public Comment - none

Leon/Tristan moved to adjourn the meeting and go to an executive session according to Section 21(a)(6) - To consider the purchase, exchange, lease or value of real property if the chair declares that an open meeting may have a detrimental effect on the negotiating position of the public body, inviting the County Manager and Register of Deeds, James Klingensmith and Dough Ruskin into the executive session and not to reconvene in an open session. So voted. Tristan- yes, Leon – yes, es, Keith – yes, Christine Todd - yes. Motion carries. The Dukes County Commission meeting was adjourned at 5:10PM.

Certified by:



T. George Davis, Clerk of Courts

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

- Meeting Agenda
- FY2024 Budget Summary
- Manager's Report

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Wednesday, November 16, 2022
5:10 PM

EXECUTIVE SESSION

REMOTE PARTICIPATION ONLY

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Other County Officials Present: Martina Thornton – Dukes County Manager, Paulo DeOliveira – Register of Deeds,

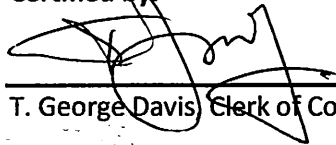
Commissioner elects: Doug Ruskin, Jim Klingensmith

MV Land Bank letter – Martina informed the board that the MV Land Bank Director contacted her that he cannot keep the letter as confidential, that the MV Land Bank policy is that if the Land Bank is negotiating and engaging with another public entity it needs to be public. We need to let the Director know if County wants to retract the letter all together or if it is ok to share the letter with Land Bank Commissioners about the letter in a public portion of the meeting. Discussion followed. Martina explained the history and the nature of the letter to the incoming commissioners. It was agreed that it would be better to keep it in an executive session.

Tristan/Keith moved to have DCC chair talk to the MVLB commission chair about keeping it in executive session. So voted. Tristan – yes, Keith – yes, Christine – yes.

Tristan/Keith moved to adjourn the meeting. So voted. Tristan- yes, Keith – yes, Christine Todd - yes. Motion carries. The Dukes County Commission executive session meeting was adjourned at 5:20PM.

Certified by:



T. George Davis, Clerk of Courts