

Dukes County Commission (DCC)
Meeting Minutes
Wednesday, May 18, 2022
4:30 PM

REMOTE PARTICIPATION ONLY

Dukes County Commissioners Present: Christine Todd – Chair, John Cahill – Vice Chair, R. Peter Wharton, Tristan Israel, Don Leopold, Keith Chatinover, Leon Brathwaite

Other County Officials Present: Martina Thornton – Dukes County Manager, Ann Metcalf – County Treasurer

Others Present: Aidan Pollard –MV Gazette, Abigail Rosen – MV Times, Abigail Rosen – MV Times, Bob Rosenbaum – MV Airport Commission, Bob Johnson

Christine Todd called the meeting to order at 4:30 PM. She had issues with internet connection and asked Peter Wharton to chair the meeting.

Minutes – 4-11-2022 and 4-20-2022

Tristan/ John moved to approve minutes of 4-11-2022 and 4-20-2022. So voted.

Minutes of 4-11-2022 – Peter – yes, Leon – yes, John – yes, Tristan – yes, Don – abstained, Keith – abstained, Christine - yes. Motion carries.

Minutes of 4-20-2022 – John – yes, Tristan – yes, Leon – yes, Keith – yes, Don – yes, Christine – abstained, Peter – abstained. Motion carries.

American Rescue Plan Act Updates

John Cahill said the Review Committee recommended 3 applications as presented to DCC already. There is about \$1M of ARPA funding left. The committee is working with local stakeholders to figuring out what other application(s) they would like to recommend for funding. They might only recommend one more application. They will be ready to share the results of their review in two weeks.

Leon said the work group met with legal counsel, auditors, Treasurer and Manager to prepare documents that will be necessary to process the ARPA grant awards. The documents were vetted to address any questions that everyone had, and the final drafts are being now presented to DCC. There might be some additional changes to the grant agreements before finalized for individual projects depending on the type of the project.

Question was raised to clarify who is the “County” that the documents refer to. Leon said he feels that it means the Manager, Treasurer or Commissioners depending on what task needs to be done. The Commissioners adopted a separate document that specifies the steps of processing the ARPA funding which talks about who is responsible for what step in the process.

Peter felt that it would be good if all commissioners could review the documents so that everyone has a chance to closely inspect the documents before they are adopted and get back to Leon, Peter, Treasurer

and Manager with any additional comments and concerns so they can be addressed and ready for approval at a meeting next Wednesday. After that the applications would be given by the Manager to the three applicants selected so they can fill it out and prepare needed documents for submission to the County. Leon did not feel that there are any obvious obstacles for any of the initial applicants to go through the process as outlined and it should not take them more than couple weeks to prepare the documents. Once the applicants fill out the application and submit the documents to the County, it will go back to the Manager, who will make sure that the next steps take place as outlined.

Discussion was held on how much of the funding we need to hold back for expenses associated with attorney fees, auditors' fees and Treasurer and Manager expenses, if any. The County has agreed to set aside 5% of the ARPA funding for this type of expenses and another 5% as a reserve. The Treasurer said she did not receive bills from attorney or auditors for the latest work.

Manager's Report

Town meetings – all requests were approved except the allocation of overhead in West Tisbury – shall we try to ask for it again if they have a special town meeting in fall? Leon said the issue was that County is returning a lot of money back to the towns and Skipper felt that therefore there is no need for the County to get money from the towns. Tristan said that

Tristan/John moved to pursue getting the allocation of overhead request approved by the fall West Tisbury town meeting. So voted. **Peter – yes, Leon – yes, John – yes, Tristan – yes, Don – yes, Keith – yes, Christine - yes. All in favor.**

Center for Living extra funding needed

I met with West Tisbury and Edgartown Finance Committee regarding additional funds needed for Center for Living and both boards have approved it. Tisbury, Aquinnah and Oak Bluffs confirmed that they will take it up at the beginning of June. Waiting to hear back from Chilmark.

Courthouse –the transformer box was installed (see pics attached) and arborvitae will be planted on all three sides to screen it.

Admin. Building – the one contractor that submitted proposal to rebuild the bathroom back in February is not responding to my request to confirm the proposal so we can start the work. At this point I will split the job and engage individual sub-contractors (time, flooring etc.) directly to do the work in steps.

Heating Oil Bid – is being advertised in paper this week with a deadline of June 3rd. Full bid package is available on the county website.

Registry of Deeds re-indexing and upload services RFP – has been advertised with a deadline of May 20th. RFP package is available on the county website.

Manager's Contract

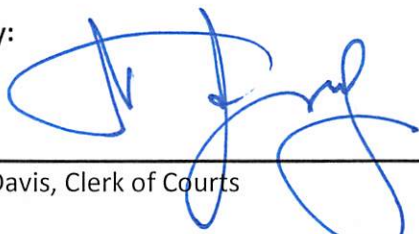
Christine appointed committee consisting of John, Tristan, and herself to review the Manager's contract, Manager will send her contract to all commissioners for review and commissioners should send any comments to Tristan. Tristan will also reach out for feedback to the department heads.

New businesses – John asked about being invited to the Democratic delegate. Leon explained why the invitation came to John, as elected county commissioner.

Peter asked how long we can keep doing the virtual meetings and when will we be required to go back to in person meetings. Christine said that the virtual meetings are allowed until July 15th at this point and it is to be seen if that will be extended. Christine would like to continue remotely for now, especially in light of the Covid being on a rise again.

Leon/Tristan made a motion to adjourn the meeting at 5:23PM. So voted. R. Peter Wharton – yes, Keith Chatinover – yes, Tristan Israel – yes, Leon Brathwaite – yes, John Cahill – yes, Don Leopold – yes, Christine Todd – yes. Motion carries. The Dukes County Commission meeting was adjourned at 5:23PM.

Certified by:



T. George Davis, Clerk of Courts

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

- Meeting Agenda
- DRAFT ARPA documents
- Manager's Report