

**Dukes County Commissioners**  
**Meeting Minutes**  
**Wednesday, June 17, 2020**  
**4:30 – 5:43 PM**  
*REMOTE PARTICIPATION ONLY*

**Dukes County Commissioners Present:** Tristan Israel – Chairman, Christine Todd – Vice Chair, Leon Brathwaite, and Keith Chatinover.

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

**Others Present:** James Hagerty – Edgartown Town Administrator, Cindi Martin – Airport Manager, Richard Knabel – Airport Commissioner, Norman Worthwine, and Lucas Thors – MV Times.

**Tristan Israel called the meeting to order at 4:30 PM.**

Minutes

**Christine Todd made a motion to approve the Dukes County Commissioner's minutes from April 15, 2020. Leon Brathwaite seconded the motion. So voted. Christine Todd aye, Keith Chatinover aye, Leon Brathwaite aye, and Tristan Israel aye. Motion carries. Christine Todd made a motion to approve the Dukes County Commissioner's minutes from April 22, 2020. Keith Chatinover seconded the motion. So voted. Leon Brathwaite aye, Keith Chatinover aye, Christine Todd aye, and Tristan Israel aye. Motion carries.**

Inter-Department Budget Transfers

The discussion pertained to year-end cleanup of lines related to payroll and capital expenditures that would possibly require CAB approval. There are two days that fall in the middle of the week of this fiscal year that have not been accounted for as the budget was prepared based on 26 payrolls (520 paydays). Treasurer's Office Budget spreadsheet, the money is coming from health insurance and retirement lines to cover the payroll shortages for 3 employees. There is also \$5,000 set aside for Powers and Sullivan to work on the allocation of overhead. **Keith Chatinover made a motion to approve the Treasurer's Department budget transfers. Christine Todd seconded the motion. So voted. Keith Chatinover aye, Leon Brathwaite aye, Christine Todd aye, and Tristan Israel aye. Motion carries.**

Martina introduced transfer request needed in the Veterans Department budget. **Leon Brathwaite made a motion to approve the Veteran Agent transfers. Keith Chatinover seconded the motion. So voted. Christine Todd aye, Leon Brathwaite aye, Keith Chatinover aye, and Tristan Israel aye. Motion carries.**

Martina introduces the rest of the transfer requests. **Christine Todd made a motion to approve the transfers pending further explanation and the approval of the County Advisory Board on Friday, June 19, 2020. Leon Brathwaite seconded the motion. So voted. Christine Todd aye, Keith Chatinover yes, Leon Brathwaite aye, and Tristan Israel aye. Motion carries.**

#### Allocation of Overhead Plan Update

County Commissioners are willing to ask County Advisory Board to use the \$5,000 to hire Powers and Sullivan to move forward with the allocation of overhead study. The Treasurer and the Airport Manager came to an agreement for the allocation of overhead which takes the old Powers and Sullivan model and updates it to reflect what is currently happening and the cost-saving and for the plan to be measurable, and flexible. New model would not involve Powers and Sullivan, therefore saving the County \$5,000. It should be universal to be applicable to other county operations like the Center of Living and other regional services where the 5% is currently being collected as administrative fee. Cindi is creating an agreement to be distributed to the County Commissioners, Airport Finance Committee, and then the FAA for preliminary approval.

#### Manager's Report

- Town meetings: Chilmark Annual Town Meeting (ATM) approved all requests except the stabilization article which was moved to the Fall Town meeting. Edgartown and Tisbury ATMs approved everything. Oak Bluffs ATM revealed a last-minute decision by Board of Selectmen to change the warrant articles and level-fund all requests to last year's funding. The two new requests for budget shortfall and stabilization fund were not introduced at all. After deliberation about an impact of this change on the Healthy Aging's operation the needed funds were restored to that article. However, the rest of the funding requests remained at the lower amount. Martina Thornton will obtain clarification of the final approval for funds and it will have to be addressed at the fall town meeting. The West Tisbury and Aquinnah ATMs have not taken place yet.
- The Community Action Committee of Cape & Islands (CACCI) secured Cares Act funding for low income residents. There is a soft agreement for them to give some of the funding to Dukes County social services and bills/rent assistance for Martha's Vineyard residents pending approval at their next board meeting on Wednesday, June 24, 2020 at 8 AM. The Courthouse basement mini split has been installed.
- Colorful laminated COVID-19 Beach Regulation signs have been put into print and will be posted at all beach entrances for the public to read and adhere to. These signs will also be translated into Portuguese soon.
- An advertisement will go into newspaper circulation for a part time Beach Patrol position.
- Mosquito testing for Boards of Health has resumed.
- Courthouse is planning on reopening to the public on July 1, 2020. They might be interested to use the Alchemy chairs for safe, outdoor, socially distanced seating area for those waiting to go before a judge.

#### Alchemy Request

Alchemy restaurant and the Town of Edgartown has submitted requests to allow the restaurant to set up safe outdoor dinner dining on the Courthouse lawn. They would have aluminum steel tables and plastic folding chairs that they would remove and put away every night. The Dukes County Commissioners agreed to obtain more information and reconvene on Wednesday, June 24, 2020 to discuss.

#### Appointment Process

To be discussed at a future meeting.

#### New Business

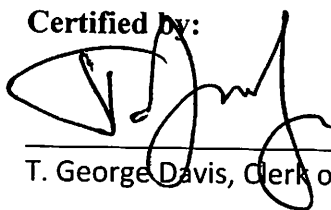
No new business.

#### Adjournment

**Leon Brathwaite made a motion to adjourn the meeting. Keith Chatinover seconded the motion. So voted. Leon Braithwaite yes, Christine Todd aye, Keith Chatinover aye, and Tristan Israel aye. Motion carries. The Dukes County Commissioners meeting was adjourned at approximately 5:43 PM.**

**The next Dukes County Commissioners meeting is on June 24, 2020 at 4:30.**

**Certified by:**

  
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T. George Davis, Clerk of Courts

#### Documents Discussed

- Minutes 4-15-2020, 4-22-2020
- Dukes County budget transfers spreadsheets
- Alchemy request for outdoor dinning & preliminary dining layout
- Edgartown licensing policy