

Aquinnah Board of Selectmen  
Minutes of Meeting 9/04/2012  
Aquinnah Town Hall Selectmen's Mtg Room

Members present: Spencer Booker, Chairman, Beverly Wright, Jim Newman

Also present: Adam Wilson, Town Administrator; Fire Chief Simon Bollin, Highway Supervisor Jay Smalley, Sgt Paul Manning, Moderator Mike Hebert  
The meeting began at 5:04 pm

Under old business was a review of the minutes from the Selectmen's meeting August 21st. Beverly commented that at the last meeting an appointment was made without knowing how long it would be for. She would like the Board in the future to always state in the minutes how long a person is appointed to a position by the Board.

-Beverly made a motion to accept the minutes as presented. Spencer seconded.

**The Board voted 2 – 0 – 1(Jim) in favor. The motion passed.**

-1<sup>st</sup> on the agenda was re-adoption of the (N)ational (I)ncident (M)anagement (S)ystem. Adam explained The Town needs to renew the resolution document already in place so that the town stays current for another year. Jim made a motion to adopt the NIMS resolution for 1012 – 2013. Beverly seconded.

In the discussion Beverly asked if there was a copy of the standards in the office. Adam said he didn't know. Spencer said if not the Department of Homeland Security would have them on their web site.

**The Board voted 3 – 0 in favor. The motion passed.**

-The Selectmen signed the resolution.

-Next on the agenda was the appointment of Isaac Taylor and Beverly Wright as temporary members of the Board of Appeals. Spencer read correspondence from Isaac stating his interest in being temporarily appointed. Adam explained the ZBA needed five members for an upcoming hearing Thursday. There was discussion about the site visit scheduled before the meeting.

Jim made a motion to appoint Beverly Wright and Isaac Taylor as temporary members of the Zoning Board of Appeals. Spencer seconded.

**The Board voted 2 – 0 – 1 for Beverly's appointment and 3 – 0 for Isaac's. The motion passed.**

-The 3<sup>rd</sup> agenda item dealing with an Assessor's report of town owned land was requested by Spencer to be tabled. Jim made a motion to table the agenda item. Beverly seconded.

In the discussion Beverly asked that these types of reports need more back up information. She said if the Board of Assessor's are giving the BOS a report, a copy of their minutes should come with it. Adam stated that it was his error that the report was actually an FYI for the CPC Chairman and not asked to be put on the Selectmen's agenda. Jim said it is important for town leaders to know what's on the property rolls so future planning can occur.

**The Board voted 3 – 0 to table the agenda item. The motion passed.**

-Next on the agenda is a request from the Town Administrator to have a fall special town meeting. He said there are several bills that need a raise and appropriate article to be taken care of. He talked about the UMass-Dartmouth Estuaries project bill that needs additional funding and a prior fiscal year bill due to the attorney handling the cable contract negotiations. There was discussion about other items that can also go on the special warrant.

The Board discussed various dates and by consensus chose Thursday, November 15<sup>th</sup> at 7:00 pm for a special town meeting.

-Next on the agenda was Fire Chief Simon Bollin and the report he had on inspection fees by the fire department. He said in past years the fees have varied greatly but his research finds that the department can only charge a maximum \$50 for inspections. Smoke & CO, tank, oil burner, all had to be the same amount. He said \$50 does apply as well for re-inspections. Simon showed in his report the breakdown of what each chief gets paid to do the inspections and what the town collects.

-Jim said the Board was not aware that there was such a discrepancy in the fee charges. Adam said the matter was taken up by him and may have required discipline. Since it was resolved as a departmental action, there was no further action needing report to the Selectmen.

-There was discussion about the town having a permit application fee as well. Simon said there can be a \$25 processing fee the Town can charge as long as it's voted on at town meeting. Board Members discussed what percentage of the inspection fee the town and Simon should get. He said since he's become chief, he's done 5 inspections. Adam said he would like to have copies of all inspection applications in his office so he can distribute them when requested. There was discussion about other town's chiefs and what they get based on their employment status with the town.

Jim made a motion to have the Fire Chief paid \$40 for departmental inspections and the town to receive \$10.

Beverly seconded.

**The Board voted 3 – 0 in favor. The motion passed.**

-Next on the agenda was the Memorandum of Understanding for the Commission's Housing Needs Assessment Study Group. Adam explained that the Town has already put aside the \$2,700 as part of the island wide agreement to fund the study by the six towns. The MOU needs to be signed by the Chairman of each Town's Board of Selectmen.

Spencer signed the MOU.

-In the Town Administrator's report Adam let Simon once again make a report to the Selectmen

- Simon said the rescue Scott Packs and air tanks had been delivered and are ready to use. Simon then said he needs to do a tour and inspect the buildings on tribal property as far as preparing an action plan should there be an fire emergency there. He asked for a letter from the BOS to the Tribal Council asking permission to tour the property and all the buildings so that a plan of action can be made to provide fire services. He said he needs to know what's in the buildings. **He said that until he knows the layout of the various buildings on tribal property, fire personnel won't go in them. If the department is called out for a fire, they'll only be able to throw water on the outside.** He also asked for a review of the Tribe-Town Safety Agreement to further clarify the fire department's responsibilities and what the Chief's role is for the Tribe. Simon talked about the water resources the department is supposed to be able to tap into. **"I know we went in there a couple of times to drill and then we were told we can't be in there without notification days before; it's not really what the Town-Tribe agreement says so right there they came to us and told us we were wrong, but the Town-Tribe Agreement says we weren't."** Simon added there are underground tanks that need upkeep but there is conflict as to when the department can be on tribal lands to test and drill and the permissions needed.

Spencer confirmed that Simon is the Fire Chief for the Tribe. Jim said what's necessary is to set up a date to meet with the Tribal Chairperson and lay out the concerns and the plans the department wants to present to the Tribe as part of the agreement. There was discussion about the annual meeting the Town has with the Tribe about public safety. Adam said he'd write a letter to set up a meeting.

Adam let Highway Superintendent Jay Smalley speak about the work being done on Church Street.

- Jay said that he used Chapter 90 funds to do erosion correction work done on the street. He also said there will be grading work done at the bottom of the street where it intersects with Old South Road and that the Tribe will pay for that under the maintenance agreement they have for that stretch of road.
- Adam reported that the PowWow tent will go up a day early at the Circle because the contractor has so many to put up during the weekend with all the weddings going on.
- Adam updated that the Town Accountant's pursuit of an assistant is making progress. She has interviewed several candidates and has a few more.
- The Tribe is planning on having a "Walk for Diabetes" on Columbus Day. The walk will start at the Aquinnah Circle, go down Moshup's Trail and finish at Tribal headquarters. The total distance is 4 miles. The event is to take place from 1 – 3 pm.
- Adam handed out copies of a letter from Bill Lake about the adjacent Philbin Beach lots. There was discussion about Town Counsel's involvement, what other Town employees knew about prior talks to acquire land adjacent to the town beach and how much weight ConCom has to decide on the matter.

-In other Selectmen's business, Spencer read a letter from Library Director Cathy Thompson announcing that she has resigned as of August but will stay on until November. The letter said it is a personal decision and then listed the accomplishments she has done while Director. Adam said the Library Trustees have begun a search and that he is available to help.

-Beverly complimented Jay on the work he has been doing up at the Head. Spencer and Jim also said that his work has been exceptional.

-Mike Hebert spoke briefly of correspondence that has been critical of Cape Light Compacts and the Cape & Vineyard Electrical Cooperative is undeserved; they are being operated with a high level of professionalism.

Jim made a motion to adjourn. Beverly seconded.

**The Board voted 3 – 0 in favor. The motion passed.**

The meeting ended at 5:50 pm