

Aquinnah Select Board Meeting
Minutes
11/08/2023

Attending: Tom Murphy (Chair), Gary Haley, Julianne Vanderhoop, Jeffrey Madison (Town Administrator, Adam Petkus, Mike Hebert, Paul Manning

Call to Order at 5:00 p.m. by Tom Murphy, Chairman

Minutes
(Accepted minutes of October 19, 2023)

Madison-Lake discussion
(Postponed)

Building Permit Fees

(Accepted recommendation of Building Inspector on fee increase effective immediately)
Adam Petkus, Building Inspector presented a list of increased fees for application of building permit fees. He explained that the fee increases were necessary to offset increased costs of administration of the Building Inspector. Gary stated that he supported increased fees to the level proposed by the Building Inspector. Julie stated that the proposed fees “looked great.” Tom agreed with both Julie and Gary but inquired how the fees compared with Chilmark. Adam responded that Aquinnah fees would be higher than those of Chilmark. He stated the justification for this is that the Towns differ markedly in the permits that are issued as well as the number of permits per year. Proposed fees would be \$10/\$1000 of total building cost including materials and labor.

Adam further proposed that Aquinnah adopt a waiver of the permit fee for affordable housing/owner occupied housing, year-round full-time residents, first-time home owners and financial hardship. There was discussion on who/how the waiver should be administered. Tom thought that the Select Board may have a conflict with some applications. Mike Hebert stated that perhaps the Affordable Housing Committee may be considered as the “reviewing agency” for waivers. No decision was made in this regard, rather the process would remain undefined for now with the Select Board deciding any application.

Following discussion Julie moved that the Town adopt the proposed permit fee effective immediately. Gary seconded the motion. The vote was unanimous in favor.

Tom thanked Adam for his work in preparing the proposal.

Credit Card Matter
(No action)

Town Administrator stated that this was included on the agenda as an accommodation to Kathie Olsen who had inquired whether there was a way to expedite reimbursement for a town employee using their personal credit card for town purchases. It was agreed that this issue had been fully vetted earlier this year and no changes were contemplated.

Lighthouse Patent/Trademark
(Decided to renew the trademark)

Tom indicated that he had a request from a resident to renew the Lighthouse trademark. He indicated the cost to be \$500 for renewal. Gary moved and Julie seconded a motion to renew. The Board voted unanimously to renew the trademark.

American Tower Addendum
(Agreed to support addendum to First Amendment)

Following discussion Julie made a motion to support signing of Addendum to First Amendment to American Tower lease. Gary seconded the motion which passed unanimously.

Island Housing Ground Lease
(Signed the previously approved lease)

Assistant Town Clerk
(Approved Kayla Darcy appointment)

Without discussion the Board approved the application of Kayla Darcy for Assistant Town Clerk. Motion was made by Gary seconded by Julie. Appointment was unanimous.

Police Station repair
(Accepted report of Tom Murphy on Infrastructure Committee)

Tom reported progress on town repairs that included repair of fascia at rear of fire station, new fire station doors, receipt of windows and shingles for police station repair. He stated the need for a meeting with respondents to the RFP for police station repair.

Affordable deed restriction on Colby home
(Signed affordable deed restriction)

After discussion in which property owned by Melvin Colby on Duck Inn Road would be accepted as an affordable rental unit the Board approved signing the fifteen year deed restriction. Mike Hebert thanked the Colby family and the Board of Selectmen for approving the restriction that can be counted on the official count of affordable units in Aquinnah. Julie made a motion to authorized signing the restriction. Gary seconded the motion. It was approved unanimously.

Donations to Playground
(Accepted donations from list provided from Jamie Vanderhoop)

Julie made a motion to accept donations. Gary seconded the motion. Vote was unanimous. Tom thanked everyone involved in bringing playground to reality. Julie singled out Jamie Vanderhoop. Tom added Noli and Isaac Taylor and Eric Litt.

Meeting was adjourned at 5:36 p.m.