



# Martha's Vineyard Land Bank Commission

MINUTES  
REGULAR SESSION  
MEETING OF APRIL 25, 2022

via remote technology

CALL TO ORDER: 3:00 pm

LAND BANK COMMISSIONERS PRESENT AT CALL TO ORDER

Steven Ewing, Pamela Goff, Wesley Mott, Kristen Reimann, Sarah Thulin, Nancy Weaver

LAND BANK COMMISSIONERS ABSENT AT CALL TO ORDER

Peter Wells

STAFF PRESENT AT CALL TO ORDER

Harrison Kisiel, Cynthia Krauss, James Lengyel

OTHERS PRESENT DURING THE SESSION

Philip Cordella

PRESENTATION OF THE WARRANT

Warrant no. 2022-39 was made available for the Commission's inspection.

APPROVAL OF THE AGENDA

Hearing no proposed changes, Mrs. Goff declared the agenda approved as presented.

APPROVAL OF THE MINUTES OF APRIL 18, 2022

By a motion made and seconded, the Commission voted in a roll call vote five in favor, none opposed and Mr. Ewing abstaining to approve the minutes as written.

COUNTY AND LAND BANK COMMISSION TREASURERS' REPORTS

None

TRANSFER FEE REVENUES

Revenues for the week ending April 15, 2022: \$192,794.00

Revenues for the week ending April 22, 2022: \$146,550.00

## NEW BUSINESS

### 1. Agency Administration: Fiscal Year 2023 Budget

Apropos of budgetary planning, the Commission reviewed an April 22, 2022 staff memorandum concerning the land bank's health insurance benefit for its retirees. The split between the agency and the retiree is 50-50, which is the minimum required by law, while most other units offer 75-25..

Discussion occurred as to (1.) whether better benefits lead to better personnel or instead provide an incentive for earlier retirement; (2.) the cost, which is not inconsiderable; (3.) the important of being fair, since employees are a business' key resource; and the like.

After discussion and by a motion made and seconded, the Commission voted unanimously in a roll call vote to approve the 75-25 split.

### 2. Agency Land Management: Solar Energy

Commissioners discussed, in general terms, whether any of the land bank's buildings would be suited to rooftop solar installations; terrestrial arrays would, as an industrial use, not be suited to land bank properties. After discussion, the Commission agreed by consensus that Mr. Kisiel should survey all buildings for such a prospect (including, as needed, energy audits) and return, before Thanksgiving, with a report that includes cost estimates.

### 3. Agency Policy: Personnel and Staffing

Mr. Lengyel reported that fiscal officer Cynthia Krauss will retire in August, after 33 years of service to the land bank. He stated that he reviewed the current job descriptions for her position and for the administrative assistant position and believes that each should be updated. In particular, he believes that the latter should be upgraded to that of office manager.

Commissioners reviewed revised job descriptions, which had been earlier distributed to them by mail. Concomitant would be assignment of the office manager position to grade 11; Mr. Lengyel stated that he believed that Maureen Hill, who is the current administrative assistant, should be the office manager, at step 6.

After discussion and by a motion made and seconded, the Commission voted unanimously in a roll call vote (1.) to thank Mrs. Krauss for her dedicated and able service; (2.) to amend the policy, on a first-reading basis, by approving the revised the job descriptions and the reclassification of the administrative assistant position to the office manager position, plus the

assignment of Mrs. Hill to step 6 on grade 11; and (3.) to schedule a second-reading for a future meeting.

4. James Pond Preserve (Town of West Tisbury)

Staff reported that the town has requested permission to tie into the land bank well here, for the purpose of supplying water, as needed, to a hydrant that the town intends to install on the Lamberts Cove Road. Mr. Kisiel reported (1.) that he has examined the numbers and believes that the town's use would not overburden the well, which is used by the land bank caretaker's cottage; and (2.) that the necessary trenching will have minimal impact, given that it will run in an area that is already largely disturbed as a result of the residential use of this property when it was privately owned.

The Commission reviewed a draft agreement to effectuate same, prepared by the town.

After discussion and by a motion made and seconded, the Commission voted unanimously in a roll call vote (1.) to approve the request; and (2.) to authorize its chairman to sign the agreement.

5. John Presbury Norton Farm (Town of West Tisbury)

Mr. Kisiel reported that he is planning for the future of the portion of this property that the land bank purchased from Sheila Murphy. He stated that four outbuildings are located there: (1.) two ±64 square foot bunkhouses, with basements; (2.) a "low-profile barn" on a concrete slab; and (3.) a writer's studio (no water). None is suited to reuse as staff housing, or for any other practical land bank use; he recommended that the land bank issue a request-for-proposals (RFP) to determine if anyone could make effective off-premises use of any of them.

After discussion and by a motion made and seconded, the Commission voted to dispose of these buildings as the staff sees fit, following the issuance of an RFP for their relocation/re-use off-premises.

6. Tisbury Meadow Preserve (Town of Tisbury)

Mr. Kisiel reported that lessee Jefferson Munroe is leaving the Vineyard and is relinquishing his farm lease here. It would otherwise expire in 2023.

After discussion and by a motion made and seconded, the Commission voted unanimously in a roll call vote to issue an RFP for lease of the preserve's agricultural field; it will state that the land bank will entertain proposals for all types of agriculture.

PUBLIC INPUT

1. Agency Administration: Public Input

Philip Cordella spoke to (1.) Mrs. Krauss's retirement; and (2.) the John Presbury Norton Farm.

ENDORSEMENT OF THE WARRANT

The Commission endorsed Warrant no. 2022-39.

EXECUTIVE SESSION

By a motion made and seconded, the Commission voted unanimously in a roll call vote to enter executive session for the purpose of discussing the purchase, lease, exchange or value of real property. Mrs. Goff stated that the subjects to be discussed are the purchase or value of real property and declared that an open meeting may have a detrimental effect on the negotiating position of the Commission. She further announced that the Commission would not reconvene in regular session after the conclusion of the executive session. The Commission entered executive session at 3:54 pm.

certification:   
Nancy Weaver, Secretary