

**TOWN OF WEST TISBURY  
PERSONNEL BOARD**

November 17, 2008

**Present:** Norm Perry, Ernie Mendenhall, Maeve Sheehan, and Maria McFarland

**Also present for all or part of the meeting:** Skip Manter

The meeting opened at 5:30 p.m., Norm Perry presiding.

**Minutes:** A motion was made and seconded to approve the minutes of the October 20th meeting. All in favor.

**FY2010 Budget**

After a brief discussion, a motion was made and seconded to approve the FY2010 budget for submittal. All in favor.

**Performance Reviews:** A motion was made and seconded and the vote unanimous to accept the performance evaluations for the following people all with a one step increase. All in favor.

- Alan Healy (Assistant ACO)
- Julie Keefe (ZBA)
- Tony Nevin (CPC)

**Old Business**

**2008 Classification and Compensation Review:** Maria reported the draft report is due after Thanksgiving. Draft job descriptions will be circulated to all departments for review to make any corrections or clarifications.

**Administrative**

**Assessors/ Reduction of Hours/** When the Jo-Ann Resendes, principal assessor left, the Board of Assessors increased staff hours to cover the office and to help during a transition period. The Assessors wanted to let the Personnel Board know that they would be reducing staff hours back to the level they were at prior to Jo-Ann's departure.

**Correspondence In:** ACO- Letter of thanks to Joanie Jenkinson

**Bills Paid:** Municipal Resources Inc. – 1<sup>st</sup> payment

There being no further business the meeting was adjourned at 6:15PM.

Respectfully submitted,

Maria McFarland  
Administrative Assistant  
APPROVED