

~Draft~
Town of West Tisbury
Select Board Meeting
Wednesday December 14, 2022 4:30 pm
Via Zoom

Present: Select Persons Skipper Manter, Jessica Miller, Cynthia Mitchell, and Town Administrator Jen Rand

Also present for part or all of the meeting: Joe Tierney, Susanna Sturgis, Kate Warner, Elaine Weintraub, Bernadette Lyons, Paddy Moore, Cathy Minkiewicz, Thomas Humphrey, Eunki Seonwoo, Janice Haynes and other members of the public that did not speak.

Cindy called the Select Board meeting to order at 4:30 pm
Cindy also thanked Janice for organizing the town party last week.

Minutes: Vote to Approve: December 7, 2022
Skipper had some small edits that Jen fixed on the spot.

Skipper moved to approve the Minutes of December 7, 2022 as amended. Jessica seconded. Roll Call vote: All in favor.

New Business:

- **Kate Warner Re: Energy Committee Project Planning, Possible Access to Counsel request:**

Kate summarized the reports and other documents she had sent to the board (posted online with agenda). One of them was a document that the Energy Committee had created explaining what they thought would be needed for each town building to bring them up to date. She had lots of info on the energy audit at the school and the wishes of Donna the Principal and spoke quite a bit about the CLEAR report. She offered to send copies of it to all of the building managers so that everyone would be on the same page about what was recommended. Jen explained how the Facilities Committee works and said they were probably the best people to get the report but there were many people involved in the decision making. They talked about the priorities; the Public Safety Building being # 1 (after the school) but ultimately it is the Capital Improvements Planning Committee that needs to decide when they should begin a project. There was discussion about the “stretch code” and the “specialized code” and concerns that when it is implemented it will make more work for the Building department and Kate said she will send him some info on it. There was lengthy discussion but no action taken. Kate also said they did not need access to Counsel after all.

- **Task Force Against Discrimination Appointment – Elaine Weintraub:**

Susanna said they are thrilled to have Elaine interested. Skipper said they were lucky to have her and happy to appoint her.

Skipper moved to appoint Elaine Weintraub to the Task Force Against Discrimination. Jessica seconded. Roll Call vote: All in favor.

- **Request for Letter of Support for Navigator Homes:**

Paddy summarized the letter they had sent requesting support. The building will be in Edgartown but they are looking for support from the entire island. Skipper asked about permitting in Edgartown and Paddy updated them on where they were at in the process. She said there was no template but they could draw content from her email (posted with agenda) to create a letter of support. Jen will write the letter.

Skipper moved to authorize the Town Administrator to write the letter of support and send in the Board's name. Jessica seconded. Roll Call vote: All in favor.

- **Budgets: Select Board, Building Dept.:**

Building Department budget: Joe gave a brief synopsis explaining that the department was already very busy and unable to keep up with the work in the hours allotted. He is looking to add an Administrative Assistant for 15 hours a week and also a Local Inspector for 10 hours a week to try and keep up with the work. They have been unable to keep up with the zoning enforcement and they know they will be getting busy with the inspections of the short-term rentals. There was some discussion of Joe's Facilities duties but it was concluded that they do not make a huge difference in his time. They found errors in the math on his budget spread sheet so they put off voting on his budget until that gets corrected and they have true numbers. There was a general support for his requests but no action taken.

Select Board budgets: Jen screen shared her spread sheets and explained the changes in each budget that the board needed to approve (10 total).

- **Select Board budget:** some discussion and explanations.

Skipper moved to approve the Select Board budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Municipal Hearing Officer:** no changes.

Skipper moved to approve the Municipal Hearing Officer budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Legal budget:** Jen explained that it's getting more expensive and must go up. She's already going to be short for this year.

Skipper moved to approve the Legal budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Town Buildings:** It has not gone up a lot but Jen explained the increases.

Skipper moved to approve the Town Buildings budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Liability Insurance:** the insurance company suggested a 10% increase so that's what Jen did.

Skipper moved to approve the Town Buildings budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Town Reports:** It's up a little

Skipper moved to approve the Town Reports budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Town Clock:** another one that never changes.

Skipper moved to approve the Town Clock budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Street Lights:** There is a new vendor and the cost has gone up.
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Skipper moved to approve the Street Lights budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Cemeteries:** Staying the same as they have not yet transitioned entirely to the Highway department. There have been many requests and no time to train Jesse on the sales side of the duties. Alen Gowel is still helping out.
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Skipper moved to approve the Cemeteries budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Public Officials Liability:** no change

Skipper moved to approve the Public Officials Liability budget as presented. Jessica seconded. Roll Call vote: All in favor.

- **Town Facebook Account:**

Jen said she will post-pone this item as the meeting has already run long.

- **L. Shubert Disclosure of Appearance of Conflict of Interest.**

Larry is Chair of the ZBA and has known for years a number of people involved in a project on Red Arrow Rd, which is currently in front of the ZBA. He spoke with the Ethics Board. They advised he file a disclosure.

Skipper moved to accept L. Shubert Disclosure of Appearance of Conflict of Interest. Jessica seconded. Roll Call vote: All in favor.

Topics Not Anticipated:

- Skipper invited everyone to a drive thru eggnog pouring, Saturday night (Dec 17) 6-8 pm at 4 Briarwood Lane. He asked folks to bring their own cup

Old Business: There was none.

Correspondence: There was none.

Public Comment: There was none.

With no further business to attend to Skipper moved to adjourn the meeting. Jessica seconded. Roll Call vote: All in favor.

Meeting adjourned at 6:07 pm

Respectfully Submitted by Janice Haynes, Administrative Assistant