



WEST TISBURY PERSONNEL BOARD  
P.O. Box 278  
West Tisbury, MA 02575  
[personnel@westtisbury-ma.gov](mailto:personnel@westtisbury-ma.gov)

NOTICE OF CHANGE OF STATUS  
(TERMINATION OF EMPLOYMENT, LEAVE OR OTHER)

DATE:

Notice is hereby given that Jeffrey "Skipper" Manter  
(name)  
classified as Police Lieutenant at \$ 60.29 per hour  
(job title)

HAS RESIGNED effective \_\_\_\_\_

HAS RETIRED effective 07/31/2022

WAS DISCHARGED effective \_\_\_\_\_

HAS DIED (provide date of death) \_\_\_\_\_

IS ON SICK LEAVE WITH/WITHOUT PAY\*

IS ON OTHER LEAVE WITHOUT PAY\*

HAS CHANGED NAME BY MARRIAGE TO \_\_\_\_\_ effective \_\_\_\_\_

OTHER CHANGE OR COMMENT: \_\_\_\_\_

\* THE ABOVE CHANGE DATES FROM: \_\_\_\_\_ UNTIL  
APPROXIMATELY \_\_\_\_\_

DEPARTMENT HEAD/CHAIR PERSON  
Changeofstatusform.doc  
November 19, 2021



# Town of West Tisbury Police Department

*on*  
*The Island of Martha's Vineyard*  
West Tisbury, Massachusetts 02575  
508-693-0020

Matthew L. Mincone  
Chief of Police

07/21/2022

To: The Personnel Board  
From: Matthew L. Mincone, Chief of Police  
RE: Promotional Notice

Dear Personnel Board,

After completing the promotional process it was recommended that Matthew Gebo be promoted from Sergeant to the position of Lieutenant. Per the recommendation the Selectman voted unanimously for the promotion on 05/11/2022 effective on 08/01/2022. Per the by-law, 7-7, I am recommending that Matthew Gebo be placed at Grade 9 Step 7.

Sincerely,

Matthew L. Mincone  
Chief of Police

## Conservation Commission

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**From:** Matt Mincone <MMincone@wt-pd.com>  
**Sent:** Thursday, July 21, 2022 11:10 AM  
**To:** Conservation Commission  
**Subject:** RE: Promotions  
**Attachments:** Manter Change of Status-Retirement.doc; Gebo Lieutenant Promotion.docx; Cortez Sergeant Promotion.docx

Maria,

Please see attached promotional letters and change of status (retirement) for Skipper.

*Chief Matthew L. Mincone  
West Tisbury Police Department  
508-693-0020 (Station)  
mmincone@wt-pd.com*

From: Conservation Commission <concomm@westtisbury-ma.gov>  
To: Matt Mincone <mmincone@wt-pd.com>  
Date: Wed, 20 Jul 2022 15:52:00 -0400  
Subject: RE: Promotions

No rush. Next PB meeting isn't until 8/8 if we even have one.

Maria

**From:** Matt Mincone <>  
**Sent:** Wednesday, July 20, 2022 3:47 PM  
**To:** Conservation Commission <concomm@westtisbury-ma.gov>  
**Cc:** Town Accountant <accountant@westtisbury-ma.gov>; treasurer@westtisbury-ma.gov  
**Subject:** Re: Promotions

Thank you, I'm catching up slowly.

Chief Matthew L. Mincone  
West Tisbury Police Department  
454 State Road  
West Tisbury, MA 02575

On Jul 20, 2022, at 3:34 PM, Conservation Commission <[concomm@westtisbury-ma.gov](mailto:concomm@westtisbury-ma.gov)> wrote:

Hi Matt,

Please fill out a change of status form for each officer. Include their start date of their promotion as that will be their new anniversary date for step increase. Other benefit accruals will continue to use their original start date.

Maria

Town Accountant  
Town of West Tisbury  
[accountant@westtisbury-ma.gov](mailto:accountant@westtisbury-ma.gov)  
508-696-0106 (phone)  
508-696-4790 (fax)

Confidentiality Statement: This message is transmitted to you by the Town of West Tisbury, Mass. If you are not the designated recipient of this message, please destroy it and notify the sender of the error by return e-mail or by calling 508-696-0106.



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