WEST TISBURY PERSONNEL BOARD

MINUTES

September 7, 2021

**Present:** Leon Brathwaite,Janice Haynes, and Hunter Moorman,

**Absent:** James Klingensmith and Brian Smith,

**Also Present for all or part of the meeting:** Dawn Barnes, Michael Colaneri, Kathy Logue, and Skip Manter

**Staff Present:** Maria McFarland

Leon called the meeting to order via Zoom video conferencing at 5:08PM.

**New Business**:

**Board of Assessors**: The Board met with Dawn and Michael to review their written request dated September 1, 2021 to start a new Assistant Assessor Data Collector at Grade 4 step 4 ($30.07), instead of step 1 ( $29.98). Their request is based on the candidate’s prior years of municipal experience which includes three years working in a municipal setting in the assessor’s office, and three years as an administrative assistant in a police department. The candidate has completed three out of the eight classes required to become a Massachusetts Accredited assessor. The previous person hired for this position came to West Tisbury with 20 years of municipal experience and started at Grade 4 step 4. That employee lost their housing and moved off island after only 8 months in the position. Dawn detailed the various letters of recommendation that were included in the candidate’s application.

Janice asked Dawn if the candidate has already been offered the position at Grade 4 step 4 and if so, is this starting rate contingent on accepting the position . Dawn replied that the person has not been offered the position yet and that one previous candidate in an earlier round of hiring turned the position down at step 1.

Hunter asked if the candidate’s current rate of pay was known. It is not. Hunter said the case Dawn is making is pervasive, but he feels that the inquiring about the current pay rate of the candidate is part of the town doing its due diligence.

Hunter made a motion, seconded by Janice to allow the Board of Assessors to offer the position of Assistant Data Collector to their chosen candidate at Grade 4 step 4 based on the person’s qualifications and recommendations from prior employers.

Discussion on the motion: Hunter said its was a powerful presentation.

Roll Call Vote: Brathwaite – aye, Haynes – aye, and Moorman– aye.

**Vacation Carry Over/ COVID**: Kathy Logue asked to be placed on the board’s next agenda to discuss extending the time for vacation carry over and how to fund the payment of any further extension. She would like to have this discussion soon in the event there is a fall town meeting that might require a warrant article regarding this matter. The matter will be included in the September 13 agenda.

There being no further business to discuss, the meeting adjourned at 5:32 PM.

Respectfully Submitted,

Maria McFarland

Board Administrator