

DRAFT

## Personnel Board 2021 Annual Report

During 2021 all of our municipal employees continued to make adjustments in order to provide town services during on ongoing COVID-19 pandemic. All employees have exhibited professionalism, cooperation, and dedication to making sure the business of West Tisbury continued as smoothly as possible. We would like to thank all employees for their dedication and cooperation over the last year as we have continued to make adjustments to doing business during a pandemic.

The board welcomed Hunter Moorman, Janice Haynes and Brian Smith as members. This is Brian's second time serving on this board.

Town Meeting approved the Board's recommendation of a 1.8 % wage adjustment for all Town employees. The board is recommending a 2.4 % wage adjustment for all employees effective July 1, 2022 for FY2023.

The Town added Juneteenth Independence Day ( June 19) to its list of recognized Holidays. Juneteenth Day honors the emancipation of African American slaves in the United States.

The starting rate for seasonal employees was increased to \$13.50 to bring it in line with the minimum wage in Massachusetts. Beginning in January, the minimum wage increased to \$14.25. The seasonal wage scale will be adjusted according. In 2023 the minimum hourly wage rate will be \$15.

The Town had the following staffing changes in 2021:

- The Board of Assessors welcomed Meaghan Montesion as the new Assistant Assessor/ Data Collector.
- Louis Slingerland joined the Highway Department in November.
- The Community Preservation Committee has a new Administrative Assistant, Sara Fuschetto.

In September the Select Board established a vaccine mandate for all employees working in town buildings.

The Board approved a policy allowing employees additional time to use vacation time on the books as of March 10, 2020 (the date Governor Baker declared a State of Emergency because of the COVID-19 pandemic) through June 15, 2021, (the date the State of Emergency was lifted). This vacation time must be used by June 30, 2022.

The Board continues to meet monthly via Zoom to review and approve performance evaluations, new hires and other personnel matters.

Respectfully submitted,

Leon A. Brathwaite, II, Chair  
James Klingensmith  
Hunter Moorman  
Brian Smith  
Janice Haynes, Employee Representative  
Maria McFarland, Board Administrator