

*Approved 12/13/23*  
**Town of West Tisbury**  
**Select Board Meeting**  
**Wednesday, December 6, 2023 4:30 pm**  
**At the Town Hall and via Zoom**

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

**Also present or on Zoom for part or all of the meeting:** Bernadette Lyons, Kim Angell, Jennie Gadowski, Eunki Seonwoo, Thomas Humphrey and Janice Haynes

Skipper called the Select Board meeting to order at 4:30 pm.

**Minutes:** November 29, 2023.

There were no corrections or edits offered.

*Cindy moved to approve the Minutes of November 29, 2023. Jessica seconded. Roll call vote: All in favor.*

**New Business:**

- **State Road Request to Close 2/20/24-3/26/24:**

This is an annual request and there's nothing different this year. No discussion.

*Jessica moved to approve Request to Close from 2/20/24-3/26/24 by State Road Restaurant. Cindy seconded. Roll call vote: All in favor.*

- **Budgets:**

Jen presented the budgets she is responsible for. She had questions about the new multi-board assistant position and whether it should be part of the select board budget or a warrant article? And the board agreed that it should be a warrant article for the first year. Jen explained some of the other changes to her budgets, including the fact that she is waiting on new bids for town hall cleaning services and so that may change. If the amount changes and they vote to approve the budget tonight she will have to bring it back to revote. Jessica is concerned about the Highway Superintendent's stipend and accountability and wonders when it may be turning into a salary position. Discussion followed about it and Skipper shared that Richie's timeline indicates 2 – 5 years before he retires. Jen says the job description has been created and graded by the Personnel Board, and the increase in stipend has been happening every year in anticipation of having the money available in the budget when Richie does retire. It was decided that they need to have further discussion before the next budget cycle.

*Jessica moved to approve the Select board budget and others (excepting the Highway Department) as presented. Cindy seconded. Roll call vote: All in favor.*

*Cindy moved to approve the Highway Superintendent budget. Jessica seconded. Roll call vote: Cindy and Skipper in favor, Jessica – Nay. (2-1-0)*

### **Topics Not Anticipated:**

Skipper reminded everyone about the Holiday party tomorrow evening 5- 7 pm at the Grange Hall.

Skipper also mentioned that he has gotten emails from the CPC regarding Affordable Housing money. He said he had left a message with the Chair answering the question about the amount of money in the Trust balance. He wasn't planning to attend the meeting unless the Chair called and said there was a need.

### **Old Business:**

- **Flag Request Response: -POSTPONED TO 12/13/23:**

- **Cape Cod Times Advertisement – Town Accountant:**

Jen says that they had specified advertising dates but they did not work with the dates the Cape Cod Times offered. She is trying to get more info, but has determined that it will cost more than expected. The ad will be listed locally, thru MMA and a couple of different ListServe groups; she is wondering if they still want to advertise with them too? After discussion it was suggested that they hold off on advertising with the CC Times for now, but Skipper thought they should go forward with it. Jen will make it happen. No action taken.

- **Multi-Board Job Description:**

Skipper had some language questions and small grammatical corrections. There was much discussion about how the multi board assistant would divvy up their time and how the existing people working in the positions would fit in. Skipper is uncomfortable with people losing their jobs to this new position. Jen wants to speak with them to explain the situation and says that they will be able to apply for the new position if they want more hours. Jen will also go to the Personnel Board meeting next week to answer their questions. No action taken.

### **Correspondence:**

- K. Angell re: Appointment to Affordable Housing Committee:  
Jen put this on the agenda even tho the AHC has not yet made the actual recommendation. The board decided to wait until they have met and officially recommended her. Kim was thanked for her interest.

**Public Comment:** There was none.

*With no further business to discuss, Jessica moved adjourn the meeting. Cindy seconded. Roll call vote: All in favor.*

*Meeting adjourned at 5:06 pm*

*Respectfully Submitted,*

*Janice Haynes, Administrative Assistant*