

Approved 1/22/20
TOWN OF WEST TISBURY
SELECTMENS MEETING
Wednesday, December 18, 2019 4:30 p.m. –5:30 pm

Present: Selectmen Skipper Manter, Kent Healy, Cindy Mitchell, Jen Rand

Also Present: Kathy Logue, Samantha Look

Minutes: *C. Mitchell motioned to approve the minutes of 12/4/19. K. Healy seconded the motion. The vote on the motion was unanimous in favor.*

Polystyrene Ban Non-binding Resolution: Samantha Look from Vineyard Conservation Society asked the board to consider placing the Resolution on the warrant for town meeting. She explained that after discussing the potential for bylaw those impacted asked if the ban could be voluntary as they were already adjusting to the bag ban and the plastic bottle ban. Cindy asked if there are so many products using Polystyrene that the solution is difficult. Samantha said no, and the alternatives do not cost much more. Cindy noted that the Town may also have a resolution regarding reduction in carbon usage noting that this resolution might be palatable as a bylaw. Skipper said if there wasn't much compliance seen after a year or two it could come back as a bylaw. Kent said he was not in favor of this; he thought plastic was fine and a better use of oil than burning it. Samantha said she wasn't thinking of this as an "either/or" discussion about the use of oil. Skipper thought the "Whereas" clauses should be in a handout not the article. Samantha noted it was common practice to include it as information about why the article was needed. Cindy said she thought it was useful to leave it in.

C. Mitchell motioned to put the resolution on the warrant for town meeting. K. Healy seconded the motion. The vote on the motion was CM & SM in favor KH opposed.

Treasurer Budget: Skipper asked if there were changes to the budget other than salary. Kathy said no. Cindy said she wasn't aware that anyone was looking to reclassify the Assistant position. Kathy said she worked with the Board on her job description but as the department head didn't know she needed to come to the Board. Cindy said she was surprised at the three grade jump in this job. She asked what warranted the big leap. Kathy said the Assistant can act in her absence, she noted the diversity of tasks including payroll, tax collection and benefits administration. Cindy asked if that was different than when the job was originally created, Kathy said not really but she thought the job was under graded before. Skipper said she should note in her budget narrative that the job was originally graded as a 5, he noted that the consultant had not recommended the position be regraded. Kathy said she appealed that because she thought the study the consultant did was flawed. Skipper asked if the hours had been increased. Kathy said no but she had given her a two-step increase this year. Kent asked if this would ever be a Grade 9, Kathy said she didn't think so. Cindy asked if Brent had been tied to a Grade 8 on the scale, Kathy said yes. Cindy asked about the internal equity of this position going up to an 8 from a 5, when Board Administrators are at a 6. Kathy said they are moving to a 7. Cindy said she thought 8 was just too high, she thought it might rock the boat internally amongst staff. She said this wasn't a comment on the work that Kathy and Joan do, but the whole point was to combine the two jobs and save money. Kathy said that without seeing the job grading manual she didn't know how to change the description to not have it be an 8. Jen said she didn't think the job description should be written to try and meet a certain grade level. She added that she didn't think the job should require a Bachelor's Degree as it is likely there are people without that who could do this job with no problem. Kathy said she would change that and work to have the position re-graded

to bring it down to a 7. Jen asked for a clarification about what needed to come back to the Board from a Department head. She noted that both Joe and she had someone working for them, she asked if they were going to make changes to the job description or hours did she need permission from the Board or could they just do it. The Board said that they would like to be notified but they didn't need permission.

Kathy then asked the Board about raising the cost of a municipal lien certificate from \$25 to \$35. Kent said he doesn't like extra fees, there are people being paid to sit in the office and do this work already. Cindy asked if there were additional costs associated with the liens. Kathy said they time spent processing them. Skipper said it isn't additional time; the person is already at work. The fee will not be raised.

Accountant Budget: The Board read the budget narrative from Bruce indicating that he had budgeted for 35 hours per week, and would take that into account during the week if he had a meeting after hours. Skipper said, regarding Bruce's narrative, that he would prefer that employees work regular hours and budget accordingly versus take time off for meetings they attend after hours.

C. Mitchell motioned to approve the Accountant's budget as presented. K. Healy seconded the motion. The vote on the motion was unanimous in favor.

Martha's Vineyard Commission (MVC) Appointment: *C. Mitchell motioned to appoint Ernie Thomas to the MVC. K. Healy seconded the motion. The vote on the motion was unanimous in favor.*