

*Approved 9/6/23*  
**Town of West Tisbury**  
**Select Board Meeting**  
**Wednesday, August 30, 2023 4:30 pm**  
**At the WT Town Hall and via Zoom**

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

**Also present or on Zoom for part or all of the meeting:** Jenny Gadowski, Bethany Hammond, Dan Waters, Beth Kramer, Leah Smith, Russ Hartenstine, Max Skjoldebrand, Eunkie Seonwoo, Thomas Humphrey, Bernadette Lyons

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

**Minutes: Vote to approve – August 23, 2023:**

Skipper noted one correction.

*Jessica moved to approve the Minutes of August 23, 2023 as corrected. Cindy seconded. Roll call vote: All in favor.*

**New Business:**

- **Community Emergency Management Plan – Request for Input from Emergency Manager:**

Russ explained that when he took over as Emergency Manager he was tasked with finishing the CEMP (Community Emergency Management Plan) and it has taken a while to do. There have been some major changes to the form, one of which is to remove the notification responsibility from the Select Board and gives it to the Emergency Manager for rapid response as recommended by the state. Jen shared some of the other questions they need to address, the main one being the elimination of the words Emergency Alert System since we do not use it here, and the use of CodeRed instead. There's a chart for the approval process for public info that also needs to be cleaned up and may take them a couple of weeks to get back to the board. They will revisit and approve when it is all complete in a couple of weeks. No action taken.

- **Building Inspector Request for Access to Counsel for Encroachment on Town Owned Lot:**

The request has changed and the building inspector will not be in to request access to counsel. Jen showed a map showing what they believe are the property lines, but says there are no bounds out there right now. She is suggesting that the town and the owners of the lot share the cost of a surveyor to mark the boundary. Once that is done she would like to work with the property owner/tenants to have the stuff removed and determine later whether a fence needs to be built. The owners are being cooperative and she doesn't think counsel is

necessary at this time. So the request now is for authorization to spend money from the discretionary fund on a surveyor.

*Cindy moved to allow the Town Administrator to hire a surveyor to mark the bounds of the above-mentioned property just on the one side where the encroachment has happened using the Select Board Discretionary funds. Jessica seconded. Roll call vote: All in favor*

#### **Topics Not Anticipated:**

- Jessica mentioned that she and Jen had attended the meeting at the MVC regarding the MA Housing Partnership. It was a great presentation. The application deadline is in October and she is suggesting the board meet with the Affordable Housing Trust to start discussing what they want to consider for the application. Jen will reach out to the administrator for the AHC and Trust to ask for a meeting with the Trust. The next AHC should be on September 12<sup>th</sup> and they will request a Trust meeting for that night too. They also want to discuss the fact that no one showed up for the last AHC and they are concerned.

#### **Old Business:**

- **Council on Aging Bylaws – Further Discussion of Issues:**

Cindy wanted to discuss again and sort out the issue with the board member terms. She doesn't feel it is right for council members whose terms have expired to stay on the committee and render judgement in violation of their own rules. She would like to see action taken by this board to rescind appointments of those members whose terms have expired. Jessica agrees and feels it's an opportunity to re-invigorate the council and to be active in including the other towns with new members from each town to fill the vacant positions. They should then form a working group to determine a path on how to best move forward, potentially revive the bylaws and maybe come up with a MOU. Skipper pointed out that there were already vacancies in the spots on the council for Chilmark and Aquinnah and of the remaining 7 members, 5 of them were over the 3 term limits. He feels all 3 towns should discuss before removing members; it doesn't have to be a meeting with the 3 Select Boards, but they should communicate and get their agreement before proceeding. He also said that they will need the other towns to appoint at least interim members so that they can have a quorum to get business done and Jen suggested it should be a Select Board member at least in the beginning. There was discussion about what regular business the council needed to do and the Howes House project was mentioned as the main thing. They also discussed the creation of a new MOU and the involvement of the new council on the HH project going forward. Dan suggested looking at the Edgartown Council on Aging and the work they are doing and see what might apply to up-island. After more discussion, it was decided to not rescind any appointments yet, and that Jen will reach out to the other towns regarding

appointing a Select Board member to the council on an interim basis, working on the bylaws and seeking new members.

**Correspondence:** There was none.

**Public Comment:** There was none.

*With no further business Cindy moved to adjourn. Jessica seconded. Roll Call vote: All in favor.*

*Meeting adjourned at approximately 5:21 pm*

*Respectfully Submitted,*

*Janice Haynes,  
Administrative Assistant*