

WEST TISBURY PERSONNEL BOARD
MINUTES
January 28, 2019

Present: Ben Retmier, Rachel Rooney Norm Perry and Kenneth Vincent

Absent: Leon Brathwaite

Also present for all or part of the meeting: Skip Manter

The meeting was called to order at 5:06 PM.

Classification and Compensation Study Bids

As instructed by Jen Rand, the Town Procurement Officer, the agenda called for the board to go into Executive Session under Exemption # 7 to the Open Meeting Law. This exemption states that a board can go into Executive Session to comply with, or act under the authority of any general or special law or federal grant-in aid requirements. The general law covering procurement is Chapter 30 B. The purpose is to open and review requests for proposals for services to perform a Classification and Compensation Study.

Skip Manter asked the Chair for permission to address the board regarding the need to go into Executive Session.

After discussion, a motion was made and seconded to go into Executive Session to comply with the provisions of Chapter 30 B for the purpose of opening the Classification and Compensation Plan Study bid packages and not to reconvene in open session. A roll call vote was taken:

Rachel Rooney: Nay

Ben Retmier – Nay

Norm Perry –Nay

Ken Vincent – Nay. The motion failed.

Out of 9 bid packages that were mailed and 4 that were solicited from the legal ad, three were received and opened:

D.I. Jacobs Consulting Company of Holden MA,

Human Resources Services Inc of Andover, MA

GovHR of Northbrook, IL

The cost proposals will be opened at the next meeting. In the meantime, members will evaluate and rank each proposal. Ben will check the references for D. I. Jacobs, Ken will check references for GovHR and Rachel will check references for Human Resources Services Inc.

Ken informed the Board that he will be moving out of town in March. Because the board can only have one board member that resides out of Town, Ken will be stepping down effective March 1.

There being no further business to discuss, the meeting was adjourned at 5:40PM.

Respectfully submitted,

Maria McFarland
Board Administrator