

WEST TISBURY PERSONNEL BOARD
MINUTES
April 2, 2018

Present: Leon Brathwaite, Matt Gebo, Ben Retmier and Kenneth Vincent

Absent: Norm Perry

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

The meeting was called to order at 5:05 PM.

Minutes: The minutes of the March 12 meeting were approved as written. Matt abstained.

Performance Reviews: A motion was made and seconded to approve the performance evaluations for Lauraye White and Nikolaj Wojatkielo, each with one-step increase. All in favor.

New Business:

ZBA/ Board Administrator/New hire starting rate: Nancy Cole, Chairperson of the ZBA was present to discuss offering the position to their candidate of choice at Grade 6 Step 2. Nancy said they received 12 or 13 applicants and they interviewed 5. Three candidates had municipal experience. The ZBA would like to offer the position to current town hall employee, Pam Thors. Nancy said that while Pam does not have an experience in zoning matters she understands how the Town operates. After a brief discussion, a motion was made and seconded to approve the ZBA request to offer the position to Pam Thors at Grade 6 step 2. All in favor.

Old Business:

Education Incentive warrant article amendment: Maria reported that Chief Rossi would be making an amendment to this article on Town Meeting floor as follows (see strike through):

9-7 Education Incentive

Members of the Police Department who have earned degrees in the following areas of study: Criminal Justice, Business Administration, Juris Doctor (Law Degree), Psychology, Forensic Science, ~~Science~~, Sociology, or other fields of criminal justice study ~~as determined by the Chief~~ will receive the following compensation. Such degree must be from an accredited College or University.

The compensation for the above listed degrees shall be calculated using the following percentages of hourly pay. The percentage shall be the average of the lowest and highest steps for each position's pay grade, regardless of the employee's own step placement on the pay schedule.

Associate's Degree: 5%

Bachelor's Degree: 10%

Master's Degree: 12.5%

This section applies only to Full-Time Officers

After discussion, members agreed that removing the wording “as determined by the Chief” would make it unclear who the arbiter would be if there was a question on whether a degree qualifies. Maria was asked to convey this to the Chief. Deletion of word “Science” is fine. No vote was taken.

Proposed Change of anniversary date upon promotion: At the request of Skip Manter, the board re-opened the discussion on the changes to the bylaw clarifying the change in anniversary date when an employee is promoted. The board declined to make any further changes to the warrant articles at Town Meeting, but agreed to discuss it further at a later date. No vote was taken.

Administrative:

The following paperwork was signed:

Job Certification forms :

- Police Department/ Patrol Officer

Noted for the record:

- Police Department/ Promotion/
- Completion of Probationary Period/ Highway Dept
- Completion of Probationary Period/ ACO
- ACO/ Assistant
- Town Administrator/Vacation carry over
- Town Accountant/Vacation carry-over
- Assistant ACO/resignation

Correspondence:

In: Memos dated 2/15/18 from Town Administrator re: ACO and vacation carry over

Memo re: Highway Dept probation period

There being no further business to discuss, the meeting was adjourned at 6:25 PM.

Respectfully submitted,

Maria McFarland
Board Administrator
APPROVED