

WEST TISBURY PERSONNEL BOARD  
MINUTES  
August 25, 2020

**Present:** Leon Brathwaite, Dianne Powers Ben Retmier, and Rachel Rooney

**Staff Present:** Maria McFarland

Also present for all or part of the meeting: Matt Gebo Omar Johnson and Skip Manter

The meeting was called to order via Zoom video conferencing at 12: 33PM.

**New Business:**

**Board of Health:** This meeting was called for the purpose of approving a request from the Board of Health for permission to offer the position of Assistant Health Agent to William Droheim at Grade 6, step 2 ( \$31.57). Omar’s written request dated August 24, 2020 was noted for the record. Mr. Droheim has an undergraduate degree in public health and a Master’s Degree in Environmental Science. While his work experience is limited, he held several internships that provided relevant work experience.

Leon suggested that his qualifications could justify starting him at Grade 6 Step 3. Dianne and Ben disagreed that it would be bad precedent to approve a higher starting step than the Department Head is requesting.

Omar agreed with Leon saying that Mr. Droheim will be able to “ hit the ground running” and noted the high cost of living here, but agreed that starting at step 2 with the possibility of a step increase after a successful probationary period if he deserves it at that time was acceptable to him..

Dianne made a motion seconded by Leon to offer the position of Assistant Board of Health Agent to William Droheim at step 2 on Grade 6 Roll Call Vote: Ben – aye, Dianne – aye, Leon – aye, and Rachel – aye. Unanimous.

**Fall Town Meeting/ Warrant Articles:**

Members discussed whether to reconsider their decision made at the May 11 to postpone the wage adjustment for FY 2021 indefinitely and to hold off on the classification and compensation study warrant article until a fall town meeting.

Maria informed the board that only the Town of Chilmark had put forth a wage adjustment for FY2021 that voters did approve.

Ben said he was in favor of placing both articles at the fall town meeting warrant. Leon noted that if the town votes these articles down, they could not be reconsidered until April 2021. Ben and Leon agreed that it was fair to the employees to put these articles forward. Dianne said if someone at Town Meeting wanted to adjust the percentage down a motion to amend the article could be done on the town meeting floor.

At Ben's request, Kathy and Bruce submitted relevant information of financials and revenues. Bruce pointed out that the data from the study is almost 2 years old. The cost of the wage adjustment is approximately \$80,000 and the cost to implement changes to the classification plan is approximately \$60,000. According to Bruce, town revenue has "not suffered much to date". Beach revenue is steady and building permits have rebounded. Federal COVID funding has covered unexpected expenditures.

Kathy said Tax revenues are lagging, but fortunately only by \$150,000- \$250,000 as compared with recent years.

Leon motioned to submit two separate warrant articles seconded by Dianne. Roll Call Vote: Ben – aye, Dianne – aye, and Leon – aye. Rachel recused herself from the vote on this matter.

After the vote, Skipper who was calling in by phone, suggested that the effective date for these two articles be July 1. Ben said that was his intent and Leon and Dianne agreed. The first vote was rescinded and the following motion made by Leon and seconded by Dianne:

To submit two separate warrant articles for approval of a 2.7% wage adjustment and the changes to the classification and compensation plan both articles to have an effective date retroactive to July 1. Roll Call Vote: Ben – aye, Dianne – aye, and Leon – aye. Rachel recused herself from the vote on this matter.

Skipper asked if the board intended to make the wage adjustment retroactive to July 1. Park and Rec New Hire: The assistant summer program director left her position early to return to school. One of the lifeguards will pick up these duties until the end of the season. Roll Call Vote: Ben – aye, Dianne – aye, Leon – aye and Rachel – aye.

**Administrative:**

**The following Job Certifications to be signed:**

Board of Health/ Assistant Board of Health Agent  
Park and Rec/ Assistant Summer Director

There being no new business to discuss, the meeting was adjourned at 12:50 PM.

Respectfully Submitted,

Maria McFarland  
Board Administrator  
APPROVED  
9/14/2020