

TISBURY BOARD OF SELECTMEN MEETING AGENDA

Wednesday, February 25, 2015
Tisbury Town Hall – 6:00 PM
Jonathan V. Snyder, Chairman
Tristan R. Israel
Melinda F. Loberg, Clerk

TOWN ADMINISTRATOR'S REPORT

Updated Sexual Harassment Policy

DEPARTMENTAL and OTHER REPORTS

DPW – BOS Approval for Expenditure in Excess of Snow & Ice Appropriation per MGL Ch. 44, Sec 31 D

BOS APPOINTMENTS

Finance & Advisory Committee: Wendy Andrews, Pamela Brock and Barbara Fortes until Elections 2015

Police Department Permanent Officer Appointments - Affirmation of Appointments made in Special Session on February 17, 2015 of Elizabeth Hourihan and Max Sherman until February 17, 2016

BUSINESS SESSION

Special Town Meeting Warrant Articles - Review

PUBLIC COMMENT

ADMINISTRATIVE SESSION

Approval of Treasury Warrants

Payroll Warrant #2-17-2015	\$294,387.04
Payroll Warrant #2-23-2015	\$125,928.49
Bills Payable Warrant #2-20-2015	\$173,005.60
Bills Payable Refund Warrant #2-20-5R	\$707.52

The Board of Selectmen met in a Special Session on Wednesday, February 25, 2015 in the Town Hall.

Present: Jonathan V. Snyder, Chairman, Tristan R. Israel and ; and Aase M. Jones, Assistant to the Town Administrator.

Selectman Melinda F. Loberg, Clerk and Town Administrator John W. Grande, were not present.

Selectman Loberg was available via telephone for comments but did not vote or otherwise participate during the meeting.

Call to order: 6:00 p.m. by Chairman Jonathan Snyder.

Mr. Snyder announced that he will take a couple of items on this abbreviated agenda out of order at this time.

He announced first that there will be a Memorial Service for Mev Good at the Unitarian Universalist Church, Main Street on Saturday, February 28th at 2:00 p.m.

Finance & Advisory Committee Appointments: were taken up next. Candidates Wendy Andrews spoke briefly about her career at the Vineyard Haven Public Library and her Island upbringing. Ms. Pamela Brock noted that she has long been a summer resident and has recently become a year round resident retiring to Tisbury. Barbara Fortes also cited Town residency, interest in Town affairs, and ties to the community. They all expressed a willingness to serve.

Motion: That Wendy Andrews, Pamela Brock and Barbara Fortes be appointed to serve on the Finance & Advisory Committee until 2015 Election. M/s/c.

Chairman Snyder commented to the new appointees that through their service on the Finance & Advisory Committee they will be exposed to everything that goes on in Town, learn about all matters and questions that will come up at Town Meeting and concluded by asking that the appointees get sworn in at the Town Clerk's Office before attending the Thursday meeting.

Board of Selectmen Re-affirmation of Police Department Appointments of New Full-time Officers: was done as the regular portion of the meeting of the Board on February 17, 2015 was cancelled due to inclement weather. At the meeting on the 17th the two officers were duly appointed and sworn in by the Town Clerk, but due to the technical issue of the meeting having been cancelled, the re-affirmation was necessary to make the appointment date legitimate. The Selectmen then moved to affirm the one-year appointments of both officers on February 17, 2015 until February 16, 2016. M/s/c.

Special Town Meeting Articles: were taken up for discussion next, as follows:

Article # 1: DPW Special Legislation: Mr. Snyder read into the record the Article requesting authorization for the Selectmen to petition the Legislature for special legislation to provide for the placement of the Department of Public Works, its personnel and all its functions under the Board of Selectmen and replacing the current five-member elected board with an advisory Board of Public Works

appointed by the Selectmen, either through repeal of the current legislation or Amendment thereto of Chapter 599 of the Acts of 1989, which established the Tisbury Department of Public Works.

The text of the actual Article was read into the record in its entirety and is hereby incorporated by reference.

Ms. Loberg commented via phone that this action through the article presented is a direct result of and in response to the recently completed Visioning Project, where this issue came up frequently and was discussed.

Mr. Israel commented that his concern is the need to establish a more direct line of command and communication, adding that he feels that now is the right time to have this discussion, establishing a different set of rules under which to operate.

Mr. Snyder commented that this is only the first step in what is expected to be a long process.

Motion (Mr. Israel): To submit the Article as presented. M/s/c.

Article #2: Establish the position of Human Resource Coordinator: to be included in the Town's personnel system, with classification and duties to be determined and a job description developed as part of the Town's current job and classification study.

The actual draft Article to be submitted to the Town Clerk this week was read into the record and is hereby incorporated by reference.

Mr. Israel commented that this will not necessarily be a job that will be funded at this time, adding that this will establish the position, with duties and responsibilities of the position to be determined later. Mr. Israel noted further that this will help the Town Administrator and possibly also include handling BC/BS health insurance plan issues currently handled by Treasurer Tim McLean.

Ms. Loberg concurred that this will relieve the Town Administrator of some routine personnel matters that could be handled by a person with human resource background and experience.

Mr. Snyder commented that the responsibilities of Human Resource Coordinator may be added to the existing Selectmen's Administrative Secretary position job description and added that this will be reviewed and resolved through the wage and classification study now underway.

Motion: That this Article be submitted to the Town Clerk for inclusion on the Special Town Meeting Warrant. M/s/c.

Aase Jones noted that other Articles will be presented to the Town Clerk on Friday, which is the deadline for submitting STM Articles without having to go through the scrutiny of the Finance & Advisory Committee and be considered "late filed" and subject to the approval of the FinCom to be allowed on the warrant.

Updated Sexual Harassment Policy: was presented to the Selectmen by Aase Jones for adoption with a minor revision, which deletes the names of the personnel to whom complaints should be filed. This in

fact, will list the titles of the personnel to whom such complaints should be brought, i.e. the Town Administrator and the Assistant to the Town Administrator, not mentioned by name as personnel does change. (Mr. Fohlin, former Town Administrator's name, was still on the original documents, now due to be re-distributed to all Town employees). Aase Jones pointed out that no other changes are proposed in the State mandated policy.

Mr. Israel suggested that the entire policy itself be reviewed again, before approving.

Mr. Snyder suggested that the Board approve the minor change as submitted and that this matter be taken up again at the next meeting of the Board and in the meantime check to see if any changes have occurred that requires a re-written policy.

Aase Jones commented that this policy was created by Town Counsel at the time of its initial adoption. After a brief discussion,

Motion: That the proposed minor revision by deletion of the names of the Town Administrator and the Assistant to the Town Administrator be removed as suggested and as discussed. M/s/c.

Request for Approval of Expenditure in Excess of Appropriation for Snow & Ice, per to MGL Chapter 44, Municipal Finance, Section 31D: was taken up next.

A letter from the Finance & Advisory Committee Chairman dated 2-6-2015, reports that according to the law the FinCom has already approved this, and requests that the Selectmen do the same.

DPW Director Glenn Mauk also, in a letter dated 2-25-2015, requests approval of the Board of Selectmen in view of the severity of the season's snowfall. It was noted that the traditional Snow & Ice appropriation of \$15,000 has already been exhausted.

The Selectmen approved this request without discussion. M/s/c.

Ms. Loberg asked if there was a declaration of a State of Emergency by the Governor or local authorities at the time of the January blizzard, and whether the Town might be eligible for reimbursement for some of its snow-related expenditures.

Aase Jones noted that to her knowledge the Town did not declare a State of Emergency, the shelter was open and power was not lost on the Island.

A brief discussion followed on eligibility rules of MEMA/FEMA regarding reimbursement for storm-incurred costs by the State or Federal agencies.

Public Comment: Richard Saltzburg, reported from the Martha's Vineyard Times, questioned the reason for submitting the DPW Article for the Special Town Meeting, wondering if the Board of Public Works Commissioners are in favor of this Article.

Mr. Israel responded that there is a long background and history here, but added that he does not know how the commissioners feel about this Article.


Mr. Snyder commented that two former Selectmen, Messrs. Wortman and Kristal, are currently serving on the Board of Public Works Commissioners, adding that this meeting was to make sure that the Board had voted to approve the submission of these two articles prior to the deadline for submitting Special Town Meeting Article to the Town Clerk which is on Friday, February 27, 2015 at 4:30 p.m.

Approval of Treasury Warrants: Payroll Warrants #2-17-2015 and 2-23-2015; Bills Payable Refund Warrant #2-20-5R; and Bills Payable Warrant #2-20-2015, were approved and signed. M/s/c.

Approval of Minutes: None.

There being no further business,

Motion for Adjournment: 6:35 p.m. M/s/c.




Jonathan V. Snyder, Chairman



Tristan R. Israel

Respectfully submitted,



Aase M. Jones, Asst. to Town Adm.

Not Present

Melinda F. Loberg, Clerk