



Town of Tisbury
Office of the Town Administrator
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TOWN ADMINISTRATOR REPORT

January 11, 2023

Open Meeting Law Complaint

Town Counsel has reviewed the complaint filed by Rich Salzburg of the M.V. Times. The complaint was filed via email to the town on December 29, 2022. The Board is required to take up in open session and provide a response to said complaint. The chair must disseminate the complaint to the members of the public body, which is included in your meeting packet. The public body must meet to review the complaint within 14 business days (usually 20-22 calendar days). After review, but within 14 business days, the public body must respond to the complaint in writing and must send the complainant a response and a description of any action the public body has taken to address the allegations in the complaint. At the same time, the body must send the Attorney General a copy of the complaint and a copy of the response. The public body may delegate this responsibility to an individual member of the public body, its counsel, or a staff member, but only after the public body has met to review the complaint. If a public body requires more time to review the complaint and respond, it may request an extension of time for good cause by contacting the Division of Open Government

Reserve Fund Transfer

The purpose of the request for reserve fund transfer in the amount of \$30,000 is so that Building and Zoning Inspector Ross Seavey can continue to provide services to the town on a part-time basis, 10 to 15 hours per week, for up to 4 months. The payrate is \$125.00 per hour.

The recruitment and hiring process has been underway for a new Building and Zoning Inspector and will take time. This is a challenging position to fill due to the experience, licenses, and knowledge it requires. These interim services will provide the town with continued support and the ability to review and approve and to issue certificate of occupancy permits. The recommendation is to approve subject to Finance and Advisory Committee concurrence with the Select Board.

Warrant Articles Update

In your meeting packet is the first draft of the 2023 Annual Town Meeting Warrant. This document will be updated as we go through the budget review process. The document will be reviewed by staff on January 10, 2023 and any changes from this meeting will be incorporated into the next revision.