

## TISBURY BOARD OF SELECTMEN WORKING SESSION MEETING MINUTES

Saturday, June 1, 2019 at 9:30

Tashmoo Spring Building, 400 West Spring Street, Tisbury

Melinda F. Loberg, James Rogers, Jeff Kristal

**Members Present:** Jeff Kristal, Melinda Loberg, James Rogers

**Others Present:** Jay Grande, Pam Bennett, Ben Robinson, Nancy Weaver

Meeting Opened at 9:39 am

Create Documentation for Committee members to sign off that they have completed all the items required by the town and state. Look into having a page to give to all Chairs and new committee members with training videos from different websites to help them understand how a committee should be run and the State laws for ex. Open meeting law, conflict of interest, Ethics, etc. Training module for committees and dept heads. List all resources on a hand out.

Safety training for town employees. KP law could come down and present and maybe video it for department heads and chairs hopefully for free. Could get state to come down but probability not by end of July. Identify other resources.

State ethics commission says town can designate who to notify does not have to be town clerk per Member Kristal. (I'm not sure what this is referring to.)?

The Department of Public Works, Building Department and Finance Department in general all have the same issue: All have weak customer service. This is partially due to lack of staff but also due to oversight in skills or capabilities to get the job done.

Building Department: The Building Department needs increased help, regular business hours and to avoid break in service. We should look at rates. Mr. Grande said looking at that with the union contract negotiations and suggested possibility of shared service with Oak Bluffs. Member Rogers said OB swamped so shared services might not work. Something needs to be addressed it is not getting done. Contractors are told can go ahead without everything being taken into consideration and then it ends up affecting for example the ZBA or the Historic Commission.

Department of Public Works: Mr. Grande handed out a flow chart. Both DPW and Facilities are short help. The consultant has not been as helpful. The individual is working very hard. We have never created a parks and rec position which could be very good for the town. Mr. Grande will develop flow charts to see how it might work and the best alternatives.

Member Rogers suggested Facilities be housed in the DPW building. Wanted a schematic of how that would work. It makes sense since they use the same equipment.

Ray Tattersall needs to submit to the selectmen a memo to request closing one additional day at the LDO.

Member Loberg: What does the town need done? The town needs managers who can get what needs to be done, done without telling them every year. It should be on the schedule if it is a task that happens yearly.

Member Rogers: what are our expectations? All the incremental steps are not put in place prior to construction on projects. Possibly some of the departments need restructuring.

Member Kristal: What we need is Management skills. Member Rogers: And engineering knowledge. I suggest a flow chart be created.

Member Rogers feels Fire Department and Ambulance should be separate and we should look at it. Loberg recalled the history of putting Ambulance under the PD and when the department moved in with the FD, it was switched. Oak Bluffs example of moving toward combined Fire/Ambulance did not work. She cautions about moving quickly to a professional fire service rather than combined professional/volunteer. Suggested we ask both the Fire chief and Ambulance coordinator for their thoughts.

Mr. Grande stated he would like all action items with a time table, so we can chart the year and prioritize accordingly.

Member Loberg said she feels Animal Control is high priority. We need coverage for when the ACO is on vacation.

Natural Resources Committee: we need to get a letter to Harbor Management and Waterways committee members and Department heads about the implementation of Natural Resource department and new committee. Possibly include the members from the Dredge Committee and Shellfish Advisory committee. Need to confirm they were created by the Selectmen.

Emergency management: how do other towns fill that position? Ann Marie Cywinski and Joanne Murphy. Might need to increase the stipend. Look into it.

Write letter to Ben Hall regarding cutting grass, planting bins. And find out how the town can retain ownership of the clock at the old Bowl and Board site.

Reach out to Tisbury School Building Committee and let them know must be sworn in.

Island wide trash disposal system look in to how works as a whole on the island.

Possibly have a Town booth at the street fair.

Another working session on June 22nd 10-1 meeting.

12:51 meeting adjourned

Antonia F. Sabing

Joe J. New

Jeff KL