



Town of Tisbury
Office of the Town Administrator
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TOWN ADMINISTRATOR REPORT

November 18, 2021

Authorization of Town Administrator to submit warrant article for Baylis Wood Street Acceptance

The Select Board referred this street acceptance request from the homeowners to the Planning Board for a public hearing, which has been held. The Planning Board has made a favorable recommendation for street acceptance. I am requesting the Select Board to sponsor a warrant article for street acceptance.

Authorization of Town Administrator to negotiate Employment Agreement for Police Chief

I am requesting that the Select Board authorize me to develop an employment agreement with a term of three years which I would bring back to the Select Board for review and approval, prior to expiration of Mr. Habekost's interim appointment to coincide with the three-year appointment.

Review and Approval of Police Organizational Structure

The recommendation for the command structure of the Police Department is shown on the organizational chart for the Tisbury Police Department sent to you under separate cover. The management positions are the Police Chief and Police Lieutenant. Following labor management meetings over the past months, the proposal is endorsed by both management and police union.

Authorization of Town Administrator/Chief Procurement Officer to join Houston-Galveston Area Council, (H-GAC) and to procure and contract for good and services

This cooperative purchasing organization provides us with additional options for the procurement of goods and services which are pre-qualified and have gone through a rigorous competitive process. Several municipalities in Massachusetts are members. I need your authorization to join, procure and purchase from this organization.

Fiscal Year 23 Budget Calendar and Capital Budget Update

The Select Board will review budgets both departmental and capital on December 15th. Budgets forms are to be distributed by December 3rd and due back to the Town Accountant on December 17th.

Authorization of Town Administrator to submit Tisbury Marine Terminal Chapter 91 License Application

A Chapter 91 License application must be made to Massachusetts Coastal Zone Management. The proposed public access improvement is located on town owned land on the harbor side adjacent to the Marine Terminal. I am requesting the Select Board to authorize me to submit the application on behalf of the town as applicant(s) for said Chapter 91 License.

Respectfully Submitted
John W. Grande, Town Administrator