

DRAFT

WEST TISBURY PERSONNEL BOARD
MINUTES

FEBRUARY 11, 2013

Present: Jennifer Haynes, Chair, Jerry Gallagher Vice-Chair, Matt Gebo and Maria McFarland

Absent: Norm Perry and Brian Smith

Also present for all or part of the meeting: Kristina West

The meeting convened at 5:35 P.M., Jennifer Haynes presiding.

Minutes: Approval of the minutes of the January 14th meeting was tabled to the next meeting.

Performance Reviews: The performance evaluation of Helen Brown (COA) and Alicia Wolff (Library) each with a one-step increase were approved.

New Business: Board of Assessors/Exit Interview/ Kristina West:

At the request of the Board, Kristina was present to discuss how the search for her replacement was proceeding and to discuss her time working for the town.

The interviews are scheduled for Tuesday. There were 5 applicants; 3 will be interviewed on Tuesday, one by telephone. Three of the candidates are principal assessors in their current positions.

She discussed the pros and cons of the position, including the difficulties working in the tight quarters on the third floor. The openness of the floor made for an uncomfortable work environment at times. There is a lack of privacy.

Members responded that she could have brought these issues to them sooner and it was unfortunate that she had not. Kristina responded that Maria had offered to put her on the agenda several times but that her board decided to handle matters with the Town Administrator. When asked what would have helped improve her work experience, she answered that she had never worked for a municipality before and was used to having a human resources department to turn to when issues came up. She works for an elected board and it seems to her that no one really has a boss. She did not think that the culture of town hall was changeable.

Kristina was asked if the new person's hours would be full time and that the hours are in house. It was noted that Kristina has been frequently working from home and coming in on weekends as she has not been able to concentrate on complicated projects due to the distractions on the third floor.

DRAFT

Kristina made the board aware that when the Assessor's office down-sized from 3 to 2 staff people, the data collector's hours were increased from 30 to 37 ½ hours. The data collector would like to reduce her hours back to 30 but that will be up to the new person.

Kristina went on to say that she has like her time here and got a lot of experience. The board thanked Kristina for coming in and wished her well.

There being no further business, the meeting adjourned at 6:40 PM.

Respectfully Submitted,

Maria McFarland
Board Administrator