

DRAFT Chilmark Select Board December 21, 2021 Meeting Minutes

Present remotely: Select Board Chairperson James Malkin, Warren Doty and Bill Rossi. Others: Tim Carroll, Diana DeBlase, Peter Cook, Sherry-Gay Sibley, Dawn Barnes, Julie Menton, Anne Wallace, James Feiner, Cathy Thompson, Ellen Biskis, Jane, Jeffrey DuBard, Melanie Becker, Rich Saltzberg, Ann Wallace, Jane Greene, Alex Wrighte, Police Chief Jonathan Klaren, Pam Goff, Christine Flynn, (23)

At 5:01 PM vice Chair Warren Doty called the meeting to order on the Zoom platform. Mr. Doty said Chairman Malkin is able to hear and speak at tonight's meeting but the Wi-Fi connection is not strong. Chairperson Malkin has asked Mr. Doty to run this meeting.

Minutes:

Draft minutes from 12/1/2021, 12/07/2021 and 12/14/2021 were reviewed.

Mr. Doty noted to change Mr. to Ms. on a few parts of minutes from 12/1/21.

Mr. Doty moved to approve minutes with correction and to approve minutes from 12/7/21 & 12/14/21 as written. Mr. Rossi seconded the motion.

SO VOTED: 3 Ayes

Interviews of Finalists for the position of Treasurer:

- a. Sherry-Gay Sibley
- b. Dawn Barnes
- c. Julie Menton

Mr. Carroll gave an outline of how the interviews would proceed. Once Mr. Carroll gave overview of the process; candidates were put into the Zoom waiting room and admitted for their interview. Once interview was completed they would be allowed to stay to listen if they would like to.

Candidates were interviewed in the order they were listed on the agenda.

Please introduce yourself to the board and the public at tonight's meeting.

Sherry-Gay Sibley's interview began at 5:04 PM

1. What previous job best prepares you for this role as town treasurer, and why? Sherry-Gay Sibley said Account Operations Associate at bank. Ms. Sibley gave explanations and said risk mitigation experience contributed to her being an eligible candidate.
2. What specific experience do you have that qualifies you for this job?

Ms. Sibley said Information matches details is very important. Work with a team but can take initiative to take the lead.

Sherry-Gay Sibley interview continued...

Mr. Doty asked how Ms. Sibley would transfer to town hall from bank. Ms. Sibley said she could adapt well.

Chairperson Malkin said actual function & duties differ from your experience, what do you see yourself needing to learn? Ms. Sibley said issue debts in bonding, as she is not familiar with that. Ms. Sibley said but with classes can learn quickly. Work closely with team there. Eager to learn.

3. Thinking about the biggest mistake you ever made at a prior job, tell us what you learned from it.

Ms. Sibley attention to detail. Ms. Sibley explained the instance was a fraudulent wire transfer but able to recover.

4. If offered this position, what do you expect to be your biggest challenge?

Ms. Sibley said familiar self with new settings.

5. Is there any specific support you would request from the town to succeed in your new role?

Ms. Sibley said Melanie's (Town Treasurer) help with transition.

Mr. Rossi said he is impressed with your commitment and your ability to purchase a home on the island.

Chairperson Malkin asked if Ms. Sibley had payroll experience. Ms. Sibley said yes. Mr. Doty asked if Ms. Becker the town treasurer had any questions. Ms. Becker said appreciate her answers, happy to train, but no questions. Mr. Doty asked Ms. Biskis town accountant if she had questions or comments. Ms. Biskis said glad to hear of your experience and if appointed happy to work with you.

Ms. Sibley said she moved to this country, and she is committed.

Mr. Carroll (Town Administrator) asked if Ms. Sibley had any questions for us. Ms. Sibley asked who is your ideal candidate. Mr. Doty said someone with real accuracy, good at working in our finance environment with teamwork. Able to manage town finances to keep AAA bond rating allowing us to borrow with reasonable rates. Chairperson Malkin said we are a small town. Expect the person for this position to resolve conflicts, working on a collegial basis to resolve. Ms. Sibley said thank you for feedback, I believe I represent those attributes.

Mr. Doty said this concludes your interview. We intend to take day to decide, and will call special meeting tomorrow.

Dawn Barnes interview began at 5:24 PM

Ms. Barnes said she has been living on Martha's Vineyard for 9 years. Ms. Barnes is an accredited assessor. She and her daughter who is working in Tisbury working to become a fulltime police officer live together in Oak Bluffs.

Dawn Barns interview continued...

1.) What previous job best prepares you for this role as town treasurer, and why?

Ms. Barns said the strongest job experience is as a banking as teller out of high school. She then moved on to treasure clerk at Long Meadow.

2.) What specific experience do you have that qualifies you for this job?

Ms. Barns said she has 30 years of municipal government experience. At present, she works for the township of West Tisbury as the Assessor. Ms. Barns said she is familiar with applying Mass general laws.

3.) Thinking about the biggest mistake you ever made at a prior job, tell us what you learned from it.

Ms. Barns said when you realize you made mistake go to superior and be clear and transparent in correcting mistake.

4.) If offered this position, what do you expect to be your biggest challenge?

Ms. Barns said getting access to the education during COVID, as she would work towards being accredited for the position.

Chairperson Malkin said he wanted to go back to the previous question about mistake, and asked what was the mistake. Ms. Barns said it was while she was a lead teller and missed currency slip. Ms. Barns explained it was a process mistake not decision.

5.) Is there any specific support you would request from the town to succeed in your new role?

Ms. Barns said Melanie (Town Treasurer) being available during transition would be great. Would also like to lean on Tim (Town Administrator) too. Mr. Doty asked how you think your skills as assessor transfer to treasurer. Ms. Barnes said as the department head there are specific math and paperwork tied to a calendar. Attention to detail. A lot of experience in financial part of West Tisbury.

At 5:40 Tara Gale joined meeting.

Mr. Doty asked if *Accountant* or Treasurer have questions for Ms. Barnes. Ms. Biskis said she has no questions, nice to learn about you and what you have to offer. Ms. Becker said look forward to working with you if appointed. Ms. Becker said she would be here for month of January to train and transition.

Mr. Doty said this concludes your interview. We intend to take day to decide, and will call special meeting tomorrow.

Julie Menton interview began at 5:42 PM:

Ms. Menton said she is currently employed as a Controller with over 25 years of accounting experience. After collage she worked at 2 manufacturing companies, one went public. She married and moved to south shore Moved to Martha's Vineyard as self-employed bookkeeper.

1.) What previous job best prepares you for this role as town treasurer, and why?

Ms. Menton is currently employed as a Controller with over 25 years of accounting experience.

2.) What specific experience do you have that qualifies you for this job?

Ms. Menton said for RM Packer she manages volume of income, payroll, and benefits. She manages the accounting for 17 bank statements, cash flow and daily reporting.

3.) Thinking about the biggest mistake you ever made at a prior job, tell us what you learned from it.

Ms. Menton said I have learned to listen. Communicate and get it right. Chairperson Malkin said he asked this question to get off a prepared script. Chairperson Malkin asked what happened to cause you to respond: to listen. Ms. Menton explained an individual came to her about their pay and she was defensive about her work and that she knew it was correct. Ms. Menton said the individual was needing information because they owed back taxes and they were unclear what they needed to supply to the IRS or how to ask for it.

4.) If offered this position, what do you expect to be your biggest challenge?

Ms. Menton said learning new software but confident will manage.

5.) Is there any specific support you would request from the town to succeed in your new role?

Ms. Menton said she would want help learning the software and understand needs of job.

Mr. Rossi asked if Ms. Menton would be willing to go off island for training. Ms. Menton said yes. Melanie Becker said your experience is relevant, and I would look forward to working with you if appointed.

Mr. Doty said this concludes the interviews. We intend to take a day to decide, and will call special meeting tomorrow to offer the position of town Treasurer to one of these applicant finalists.

Treasurer Hiring Process - next step:

Meet tomorrow 4:00 PM to declare appointment.

Middle Line Road (MLR) Rental Housing FY23 Budget - vote to approve:

Mr. Carroll said he would ask the Select Board to vote on the budget proposed. Discussion ensued. Mr. Doty recommended holding off approving till we review. It was decided to have Housing Administrator Alison Kisselgof look at proposed budget with the Chilmark Housing Committee. Ann Wallace who is on the DCHA board and the Chilmark Housing Committee said she sees nothing unusual in this budget.

Vicki Divoll joined meeting 6:00 PM

Planning Board - Zoning Bylaws:

- Proposal for additional amendment to the Homesite Housing Section 6.9

Peter Cook said we completed the process. Mr. Rossi recommended making correction to 25 foot setback on pre-existing lots. Mr. Doty asked that this process move quickly to meet Annual Town Meeting deadlines. Mr. Doty advised Planning Board to work with legal counsel to get wording completed soon.

Planning Board - Zoning Bylaws Continued...

- Letter on additional Homesite Housing proposal
- Proposal for amendment to Art 2, Art 4, & Section 4.2A
Cathy Thompson of the Chilmark Planning Board spoke to these items.

Public Safety Building Committee – Updates:

Mr. Rossi reported the committee is reviewing estimates. Mr. Rossi said the boulder removal was removed from the bid specifications for the Fire House construction project. Mr. Rossi said he has arranged for the boulder to be removed tomorrow.

Mr. Carroll said the insurance company is offering a lower price for the Builders Risk coverage.

Correspondence:

Mr. Carroll said we were invited to the award ceremony for the Community Compact IT grant. Mr. Carroll said we sent a thank you but we will not be able to attend.

MV Builders Association - Support to increase building department hours and staffing:

Mr. Carroll said we should talk budgeting. Mr. Doty said he wants input from Lenny Jason. Chairperson Malkin we want coverage addressed appropriately. Chairperson Malkin asked Tim Carroll to work with Jenny Greene and Lenny Jason on this subject.

Cable TV Advisory Committee - Chilmark coverage

Mr. Carroll said there is a map at town hall that shows what Comcast has as coverage in Chilmark. Mr. Carroll said this is the ascertainment stage of process and if residents need coverage in their neighborhood please tell us.

Cape light Compact - Q2 & Q3 Energy Efficiency reports:

There was no comment on the report.

At 6:17 PM, Mr. Doty moved to continue meeting tomorrow at 4:00 PM via Zoom. Mr. Rossi seconded the motion. **SO VOTED: 3 Ayes**

Draft minutes respectfully submitted by Diana DeBlase

Document list:

- Draft minutes from Select Board meetings held 12/1/2021, 12/07/2021 and 12/14/2021
- MLR Rental Apartments draft budget for FY2023
- Planning Board's draft proposal for Zoning bylaw amendment to section 6.9
- 12/17/21 Letter to Select Board from Planning Board outlining proposed amendments to Zoning Bylaws
- Planning Board's proposal for Zoning bylaw amendment to sections 4.2 & 3 RE pools and courts
- Invitation to Community Compact IT grant award ceremony

Document list Continued...

- Letter from MV Builders Association supporting increased hours at Chilmark Building Department office
- Map of Comcast coverage over Chilmark
- Cape Light Compact Energy Efficiency reports