

Voted 11/19/11

WEST TISBURY POLICE STATION BUILDING COMMITTEE

MINUTES

November 10, 2011

Present: Norman Perry, Manuel Estrella III, Pat Mitchell,
Ian Aitchison & Robert Smith.

Absent: Anthony Cordray & Dan Rossi

Guest: Joe Sullivan

**The meeting was called to order at 3:01 PM November 10, 2011 by
Chairman Perry.**

Minutes: The minutes of the November 3, 2011 meeting were read by
Chairman Perry.

Discussion:

Motion: to accept minutes as read by Manuel Estrella.

Second: by Pat Mitchell.

Voted: Unanimous

New Business:

- **Chair presented Invoice from the Martha's Vineyard Times.
AES advertisements totaling \$ 119.50**

Motion: to appropriate \$ 119.50 to pay MV Times invoice by Manuel Estrella.

Second: by Pat Mitchell.

Voted: Unanimous

- **Committee asked Joe Sullivan to present a monthly budget
report that will allow for up to date monitoring of budget. Joe
will prepare for review at next meeting.**
- **Chair relayed message from Dan Rossi informing the
Committee of the Selectman's request to prepare a progress
report to be presented at the special town meeting on
Tuesday November 15, 2011. Chairman Perry will prepare
presentation with help from Robert Smith.**

- **Committee reviewed project time table with a three phase milestone projections. Joe Sullivan with make revisions and present it to the Committee before town meeting presentation.**
- **Committee delivered approved OPM contract to Joe Sullivan.**
- **It was agreed that the next meeting of November 19, 2011 will be reposted with an updated starting time of 7:30 AM @ Station 2**
- **Committee agreed due to the absences of Dan Rossi & Anthony Cordray at today's meeting they both will be responsible for coffee and muffins on November 19, 2011**

Old Business:

- **Discussion of AES interview questions. Joe added a couple of questions to the list and will incorporate them in to the interview process.**
- **Joe Sullivan reported that he has been in contact with the Wenham Police Dept. and they are flexible on date for our visit to review a similar size station and get feedback from the end users.**

Administrative:

- Revised November 19, 2011 Notice of meeting & agenda
- Original project time table projection.
- Revised project time table projection.
- Revised AES interview questions

There being no further business a motion to adjourn at 4:08 PM by Robert Smith and second by Pat Mitchell. Voted: Unanimous.

**Respectfully submitted,
Robert C. Smith**

Secretary