

SHAFTSBURY SELECTBOARD
REGULAR MEETING
APRIL 19, 2010
MINUTES

ATTENDING: Board Members present: Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder, Cinda Morse; Staff: Margy Becker; Guest: Russ Pugh.

1. Call to Order

Chairman McClintock called the meeting to order at 7:00PM.

2. Announcements

Karen Mellinger reminded everyone that Saturday, May 1st is Green Up Day. Bags are available at the Town Hall, Whitman's, and the Transfer Station. There will be the annual scavenger hunt on Green Up Day. Hazardous Waste Day will be on Saturday, May 8th.

Bill Pennebaker reminded everyone that the Fire Department's annual dinner is Saturday, April 24th. Lon McClintock announced that he had written to the State Senators in reference to the possible consolidation of resources throughout the State. Dick Sears contacted Lon McClintock and informed him that there is no support for this plan at the Capitol.

3. Conflict of Interest Statement

Chairman McClintock inquired if any Board member had a conflict of interest with any matter on the agenda. No conflict of interest was noted for the record.

4. Public Comments:

No comments made.

5. Grader Bids – Bid Opening

Milton Caterpillar model 140M - \$264,216.10; model 120M – \$239,882.00 Bids include delivery and one year warranty.

Nortrax John Deere model 672G – 243,100.00, \$6,400.00 for added warranty, \$12,000 standard equipment deduction. Bids will be discussed at next Board Meeting.

6. Approval of Warrants

CHECK WARRANT # W39-1 IN THE AMOUNT OF \$1,650

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Cinda Morse made the motion to approve check warrant #W39-1. Karen Mellinger seconded. The motion carried unanimously.

RETIREMENT WARRANT #W39R DB IN THE AMOUNT OF \$5,779.48

Cinda Morse made the motion to approve retirement warrant #W39R DB. Craig Bruder seconded. The motion carried unanimously.

PAYROLL WARRANT PR#42 IN THE AMOUNT OF \$7,692.85

Craig Bruder made the motion to approve payroll warrant PR#42. Cinda Morse seconded. The motion carried unanimously.

RETIREMENT WARRANT #W39R DC IN THE AMOUNT OF \$124.30.

Cinda Morse made the motion to approve retirement warrant #W39R DC. . Karen Mellinger seconded. The motion carried unanimously.

PAYROLL WARRANT PR#47 IN THE AMOUNT OF \$5571.92.

Karen Mellinger made the motion approve payroll warrant PR #47. Bill Pennebaker seconded. The motion carried unanimously.

7. Approval of Minutes

Bill Pennebaker made the motion to approve minutes for the Town Meeting. Craig Bruder seconded. The motion carried unanimously.

The minutes for the Selectboard Meeting of April 5, 2010 were tabled until the May 3rd meeting.

8. Personnel Policies

Cinda Morse presented the Board with the topics to be addressed concerning Personnel Policies and how to set them in place. First the policies need to be reviewed to see what direction to go in. All the policies need to be in one place and have one packet labeled "Personnel Policy".

The goal is to be a fair and reasonable employer with benefits and also protect the Town's interest. The Town should have predictability when budgeting. Policies for sick time and short term disability need to be examined; and decide which is more feasible, compensation time or overtime. The rates of benefit accrual and staff development expectations will be examined.

Lon McClintock stated that the Personnel Policy should have flexibility on the management part and any issue should be acted on promptly. Sexual harassment and

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discrimination should be incorporated into the Personnel Policy. Conflict of interest and job descriptions should be examined.

Craig Bruder stated that a guideline for disciplinary action should be in place. Bill Pennebaker suggested that State rules and regulations be used for framework for procedures and policies.

Cinda Morse will contact the Town Attorney to plan a special meeting with him in May. Cinda Morse will present the Board with an outline of each topic to be discussed at each Board Meeting. Craig Bruder will join the Policy and Procedures Committee.

9. Executive Session

Karen Mellinger made the motion to enter Executive Session to discuss personnel matters at 8:25PM. Craig Bruder seconded. Motion carried. Executive Session ended at 10:45PM and the Board reconvened in regular session.

10. Town Officer Appointments

The Board briefly discussed the need to continue with Town Officer Appointments. The Fire Department appointments will be made at the May 3rd meeting. Recreation Committee appointments will be made at the May 3rd meeting as well.

Cinda Morse made the motion to appoint Angie Abatello, Joyce Scarey, and Henri Billow to the Cemetery Committee. Bill Pennebaker seconded. The motion carried 4-0, with Lon McClintock abstaining.

11. Tentative Agenda – May 3rd Regular Meeting

Agenda topics will include Brownell's junkyard and web-site planning (status reports), facility planning, grader financing, personnel policies.

12. Adjournment

Craig Bruder made the motion to adjourn at 10:55PM. The motion was seconded and carried unanimously.

Submitted by
Carol MacLean