

SHAFTSBURY SELECTBOARD
SPECIAL MEETING
DECEMBER 3, 2011
MINUTES

ATTENDING: **Board Members present:** Lon McClintock, Karen Mellinger, Bill Pennebaker, Craig Bruder; **Absent Board members:** Carl Korman. Town Employees: Margy Becker, Town Administrator.

1. Call to Order

Chairman McClintock called the meeting to order at 8:10am.

2. Proposed personnel policies

Selectmen resumed review of Draft No. 8 of the proposed personnel policies. Discussions focused on Sections 2 Recruitment and Employment Practices and, Section 3 Employee Health and Safety, and Section 4 Wages & Compensation. Approval procedures for elected officials and employee time sheets were discussed. Compensation for overtime, holiday, and meals & travel were topics which were discussed. Road crew "call-in" time was discussed. It was agreed that the Selectboard would like to continue to negotiate "call-in" time with the road crew.

3. Adjournment

Bill Pennebaker made the motion to adjourn at 10:05 am. Craig Bruder seconded. Motion carried unanimously.

Submitted by
Margy Becker