

MINUTES OF THE MEETING OF
THE STRAFFORD BOARD OF SELECTMEN
December 17, 2014
DRAFT

NOTE: These Minutes are draft only and are not official until approved/adopted at a meeting of the Strafford Board of Selectmen.

Pursuant to 1 V.S.A. § 312 (b)(1) Selectboard meeting minutes include

- (A) All members of the public body present;
- (B) All other active participants in the meeting;
- (C) All motions, proposals and resolutions made, offered and considered, and what disposition is made of same; and
- (D) The results of any votes, with a record of the individual vote of each member if a roll call is taken.

Although meeting minutes have complied with 1 V.S.A. § 312 (b)(1), any additional information is included as a courtesy.

The meeting was called to order at 7:00 p.m.

Members of the public body present:

Rod Maclay, Chair, Brian Johnson, Steve Marx, Brent Cadwell, and John Freitag, Select Board Members

Other active participants:

Lisa Kendall, Town Clerk, Jane Prescott, Recording Secretary, Ed Eastman, Constable, Regina Gioia, Assistant Town Clerk, Courtney Hardy

Citizens present

Roz Finn, Regina Gioia, Courtney Hardy

Meeting called to order at 7:00 p.m.

CITIZENS CONCERNS: None.

MINUTES: Rod presented the December 10, 2014 minutes to the Select Board for their approval. Lisa noted changes to the minutes under the Town House report and that the minutes the Select Board are reviewing include the change. Brent discussed the minutes as written regarding the equipment replacement decision. Brent wanted the minutes clarified to state that the bid policy was followed for the purchase of the equipment replacement. Brent wants the minutes to reflect that price quotes were received from Caterpillar and NorTRAX (John Deere) and the Caterpillar bid was more expensive and provided for smaller equipment. Please refer to the purchasing policy on the website. The Select Board also acknowledged receipt of emails from Ned Coffin and Steve Dycus regarding this decision.

Steve made a motion to approve the December 10, 2014 minutes. Brian seconded. All approved.

GENERAL:

EMD – Emergency Shelter – postpone to next meeting. The Board discussed Barrett Hall as an emergency shelter. Rod reiterated that Bill Burden is the contact person for the Emergency Shelter and any service that needs to be done on the emergency equipment. There was miscommunication in opening the shelter.

Employee Compensation Decision – Lisa discussed salary increases for the town office employees and stated that a decision hasn't been made on pay increases for the office. Lisa distributed the change in road crew compensation. She also noted that an increase was not approved for the Town Clerk's office. Steve stated his understanding is that Lisa runs the office and it is her responsibility to come up with a budget and the Select Board can either approve or disapprove of the budget for the Town Clerk's office. Discussion about the budget ensued. Lisa's proposal is a 5% increase to the Town Clerk salary with an increase from 4 to 6 hours budgeted to support the Select Board. Assistant Town Clerk treasurer is a 4% increase and Courtney's position is an increase from 15 to 18 hours per week. The sum total cost with the salary increases and increase in hours is \$86,024.. Lisa's proposal is a total budget increase of \$6172. for salaries. Lisa noted that by increasing select board time from 4 to 6 hours per week this increase is \$2300 of the \$6172.. In encouraging the Select Board to support Lisa's proposal, Lisa stated that while Tori was on the Board Tori probably spent 20 hours a week doing Select Board work. Brent feels that if Lisa is asking for 6 more hours of clerical support that we should allow for Lisa to have the additional staff support. Lisa reminded the Select Board of the change in law and the timeliness of posting agenda, draft minutes and final minutes and the increased need for timely work being done. Rod meets regularly with Lisa and Jon MacKinnon to make sure the interests of the taxpayer are well served with the services provided by the Town Clerk's office and the Highway Department. Brent motioned to accept the Town Clerk's proposed salaries as Lisa presented. Brian seconded the motion. Brian, Steve, Brent and Rod voted in favor of the motion. John F. opposed.

Roz Finn stated that the office staff does a fantastic job and the Select Board should give them what they ask for. Steve responded that the Board is trying not to raise taxes while trying to give staff what they want.

Constable Pay – John F. distributed a proposal to the Board members. Rod stated that if we can't afford to pay our constable, we should not be using the Orange County sheriff's money to pay our Constable. John F. motions we change line item to \$23,924 for police services from Orange County Sheriff and a separate line item for constable services of \$10,000. Brian seconded. Brent stated his concerns that the Town could get sued if Ed responds to a police call and he functions outside his scope. If there is a lawsuit then the taxpayers are responsible for paying the lawsuit. Ed stated that when he is called by the State Police to check on a situation, he goes and investigates the situation but does not get

out of his truck. Rod wants to separate the funding of the Sheriff Dept. and the funding of the Constable. Rod does not want us to take money from the Orange County Sheriff budget to pay for Constable Services. Brent suggested tabling The Orange County sheriff portion until Bill Bohynak can meet with the Select Board and present his budget. Brian is asking John to amend the motion to pay Ed Eastman \$10,000 a year for Constable Services. John F. agreed to amend the motion to pay Ed Eastman \$10,000 per year and table the Orange County sheriff budget decision. Brian seconded. Rod, Brian, Steve & John approved. Brent voted against. Rod stated that Bill Bohnyak will come in and they will review his contract.

Lister Vacancy –John F. stated that although we have to post the Lister openings, we don't have to fill the positions. The Select Board reviewed the 2 applications. Brian made a motion to leave the Lister positions vacant until town meeting. Brent seconded. Brent, Brian & Rod voted in favor of leaving the positions vacant. John and Steve voted against.

Sign MSB Loan – Change in terms of agreement on FEMA line of credit that extends loan date to 10/1/2015 with a loan balance of \$375,275.. All Select Board members signed.

Future meeting schedule; First budget meeting; Monday, January 5 at 7:30 a.m.

TOWN HIGHWAYS: None

Brian made a motion to adjourn the meeting. Brent seconded. All approved. Meeting adjourned at 8:37 p.m.

Next meeting; Monday, January 5 at 7:30 a.m. to discuss the budget.

Respectfully submitted,

Jane A. Prescott
Recording Secretary