

SELECTBOARD MEETING MINUTES

March 11, 2013

Special Meeting

Present: Jim Ameden, Steve Prouty, Paul Gordon, Kevin Beattie, Duane Hart, Kelly Pajala, Mike Bernhardt, TJ Kurjiaka

Meeting called to order at 5:00 p.m.

Selectboard chair and vice chair- Jim Ameden was nominated and voted unanimously to continue as selectboard chair. Steve Prouty was nominated and voted unanimously to be vice chair.

Pay orders were signed.

Personnel Policies- The board considered some changes to the benefits available to a new employee during the 6 month probationary period. Specifically, vacation time will not accrue during the 6 month time but after that date vacation time accrued will be retroactive to the original hire date. Also, a new employee won't be paid any money into a Health Savings Account until the probationary period is over, and then an amount prorated to the end of the year and retroactive to the original date of hire, will be paid. After discussion and some other clarifications, a motion was made and unanimously passed to make the changes and the board members present signed an updated copy. This will be distributed to all employees.

Mike brought up whether the town can "clawback" **HSA payments** made to an employee who leaves after only a very small portion of a year. We need to consult legal counsel as to whether we can do this. Jim will ask Peter Pagnucco to discuss this issue with Bob Fisher, the town's attorney.

There was also discussion of making HSA payments in installments instead of one lump sum at the beginning of the year. The board will consider this issue at a later date.

Went into executive session at 5:50 to speak with a prospective employee.

Came out of executive session at 6:40.

A motion was made and unanimously approved to hire Anthony "TJ" Kurjiaka for the road crew, contingent on his getting an airbrake endorsement on his CDL. His employment will take effect April 1, 2013.

Check signing authority- It has been determined after research that the only persons that have authority to sign checks for the town are the treasurer and an appointed treasurer. A motion was made and passed unanimously to request in writing to the treasurer that an assistant treasurer be appointed as soon as possible.

Town Office Planning Project- Cole Company submitted the only proposal received by the Planning Commission for this project. The proposal, dated 2/7/13, is within the budget and meets the requirements. A motion was made and unanimously approved to accept parts 1,2, and 3 of the proposal and move ahead with those phases. Proceeding with part 3 will be contingent on satisfactory results from parts 1 and 2. The Planning Commission will be advised that the proposal is accepted and the PC will notify Cole Company.

Roads and bridges- Overweight permits- Permits were approved and signed for Weed, and Newport Sand and Gravel.

Grader repair- It was discovered that the head gasket needs to be replaced on the grader, at an estimated cost of about \$1700. A motion was made and unanimously passed to proceed with the repairs.

Old business-

None.

New business-

The board will ask Mike to provide year to date financial figures once per month.

Paul asked if he could attend upcoming selectboard training. The board agreed and encouraged him to go.

Meeting adjourned at 8:00 PM