



## SELECTBOARD MEETING OF NOVEMBER 23, 2009

Members Present: Brian Kellogg, Bob Beeman, Dave Yacovone (arrived at 6:25) and Min Cote.

Department Heads: Dan Lindley, TA; Carol Bradley, Finance Director; Bob Melfy, Highway Superintendent; Bill Spear, Fire Chief; Charlie McArthur, Lister; and Mary Ann Wilson, Town Clerk.

Guests: Tina Sweet, Donnie Hill, Amy Noyes, Alex Jump, and JB McKinley

Meeting was called to order at 6:00 PM in the Tegu Building Community Meeting Room by Brian Kellogg, Chair.

### **I. AGENDA CHANGES, ANNOUNCEMENTS & ADDITIONS**

1. Add general designation of reserve funds from sale of Mason property.

### **II. BUDGET REVIEW**

1. Fire Department – Reviewed proposed FY 2010/11 budget. Min asked about the line item for software maintenance. Bill explained that in FY 2008/09 we needed new computer software, but we don't need to budget that much for FY 10/11. Brian asked why we budgeted \$11,000 for building improvements in FY 08/09, but only spent \$2,000. Bill explained that he didn't spend the money on the building as planned because he needed those funds for the tanker replacement. Donnie stated that we needed to start budgeting for maintenance on the air packs and imager. Originally these items were bought with grant funds; however, they need to be maintained. Donnie expressed concern about having to pay for gas leaks. If a vehicle has a gas leak on the road, we have to pay to have the hazardous waste removed. This usually is a minimum of \$500. Donnie asked if we could bill the owner's insurance company. Dan stated that we could bill them if we had the name of the owner, the insurance company and policy number. Brian feels that we need to make a policy about billing for gas leaks that is specific as to what we can bill.
2. General Government – Reviewed proposed FY 2010/11 budget. Most expenses were level funded. Mary Ann discussed the possibility of digitization of land records. She will come back to the board when she has more specifics about the project.

### **III. NEW BUSINESS**

1. Designation of general reserve funds – We recently sold the Mason property for \$15,000. Dan would like to put this money into general reserve funds to help offset any budget overages.

**Motion made by Bob Beeman, seconded by Min Cote to put aside the \$15,000 from the sale of the Mason property to offset budget overages . Motion approved. (3/0). Dave Yacovone had to step out and was not available to vote.**

2. Appoint Administrative Assistant for Town Clerk's Office – Mary Ann and Dan interviewed candidates and would like to recommend Deb Farrington as she has considerable experience in municipal government and her schedule is flexible. We still have enough money in the current budget to be able to hire her at a rate of \$12/hr for up to 12 ½ hours a week.

**Motion made by Min Cote, seconded by Bob Beeman to hire Deb Farrington at a rate of \$12/hour as the Administrative Assistant for the Town Clerk's Office. Motion approved. (3/0). Dave Yacovone had to step out and was not available to vote.**

3. Dan has drafted a letter for the Lamoille Regional Solid Waste District to express concerns in regard to allegations of workplace sexual harassment. Dan asked the board to look at his draft letter and make changes/comments. He will bring the letter to the next selectboard meeting for signature.

#### **IV. ADJOURN**

**Motion made by Bob Beeman, seconded by Min Cote to adjourn meeting at 7:50PM. Motion approved. (4/0)**

Respectfully submitted and filed this 24th day of November  
Tina Sweet for Erica Reed, Administrative Assistant

**Please note that all minutes are in draft form unless otherwise stated.**