

Minutes of the East Montpelier Selectboard

March 12, 2012

SB Attendance: Chair Bruce Johnson, Steve Sparrow, Casey Northrup, Seth Gardner

Public Attendance: Jenna Pizzi

The meeting was called to order at 6:52 pm.

Additions to Agenda: None

Public Comment: None

Town Clerk Report

Town Clerk Terri Conti was unable to attend, but provided updated election information. Mark Lane, as a write-in candidate, retained his position on the Planning Commission.

Liquor Licenses

Two businesses have applied for 2012 liquor licenses.

Motion: To approve the liquor licenses for Plainfield Hardware and C P Dudley Store. Made by Mr. Gardner; second by Mr. Northrup. Passed unanimously. Board members signed the licenses.

2012 Selectboard Organization

Motion: To nominate Bruce Johnson as Selectboard Chair. Made by Mr. Gardner; second by Mr. Sparrow. Passed unanimously.

Motion: To nominate Seth Gardner as Selectboard Vice-Chair. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

Motion: To authorize Seth Gardner to sign payroll and payroll vendor warrants. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

Motion: To authorize Casey Northrup to sign payroll and payroll vendor warrants in the absence of Mr. Gardner. Made by Mr. Gardner; second by Mr. Sparrow. Passed unanimously.

The board reviewed the member contact information to be provided to the public.

2012 Selectboard Rules of Transaction

The board reviewed the 2011 Selectboard Rules of Transaction. No changes were suggested. Regular SB meetings will continue to be held at the town office building the first and third Mondays of each month beginning at 6:30 p.m. The Times Argus will remain the designated newspaper for public notices.

Motion: To adopt the Selectboard Rules of Transaction as presented. Made by Mr. Gardner; second by Mr. Northrup. Passed unanimously.

Town Office Organization and Budget Discussion

The board reviewed the stipend request of Don Welch, the new town treasurer. Since there is no separate treasurer budget line for FY12 or FY13 the board had asked Mr. Welch to provide a suggested stipend level. Mr. Welch requested \$7,000 for the remainder of FY12 and \$26,000 for FY13, paid at the rate of \$1,000 per pay period. Members examined the current status of the FY12 salary lines as well as the adopted FY13 budget and determined that there was room within the budgets for Mr. Welch's requested stipend.

Motion: To pay Town Treasurer Don Welch a stipend of \$7,000 for FY2012 and \$26,000 for FY2013 at the rate of \$1,000 per pay period. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

Mr. Welch will need a work space set up in the town office building including a computer, desk, file cabinets, and other paraphernalia. This issue will be discussed further at the March 19th board meeting.

In light of the recent election splitting the town clerk & town treasurer positions the board discussed the status of the town clerk/town treasurer assistant position. Ms. Conti, the town clerk, will continue to work full-time with the town clerk area (i.e., the vault) open to the public 9 to 5 Monday through Thursday and 9 to noon on Fridays. Mr. Welch, the town treasurer, expects to work at the town office two to three days a week once he has a handle on the position. The assistant position, a 36-hour per week job, handles a variety of tasks for the Selectboard, town clerk, town treasurer, listers, and zoning administrator. Mr. Gardner and Mr. Northrup will meet with Ms. Conti and Mr. Welch on Thursday, March 16th, to work out the parameters of the position.

Appointments

Motion: To appoint Rachael Grossman as town service officer. Made by Mr. Gardner; second by Mr. Northrup. Passed unanimously.

Motion: To appoint Sandy Conti as first animal control officer. Made by Mr. Northrup; second by Mr. Gardner. Passed unanimously.

Motion: To appoint Elliot Morse as second animal control officer. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

Warrants

Selectboard members signed the warrant.

Other Business/Town Administrator Report

The town has applied for financing for the new town plow truck through Mack Financial Services.

The annual VLCT Selectboard Institutes will be held in late March and April. Mr. Sparrow expressed interest in attending.

The town has received \$5,355.79 from the state for its share (15%) of the DR 4022 (T.S. Irene) repairs to Coburn Road.

FairPoint package plans are available for both the town garage and town office that would allow upgraded services for the same cost. The garage will get DSL (currently it does not have internet access); the town office will get another line. Both will get unlimited calling (local and long distance) on all lines. The changes should be complete within two weeks.

Motion: To adjourn. Made by Mr. Northrup; second by Mr. Gardner. Passed unanimously.

Meeting adjourned 8:32 pm.

Respectfully submitted by Bruce Johnson, Selectboard

Approved: March 19, 2012 East Montpelier Selectboard meeting