**Minutes of regular meeting of the Whitingham Selectboard**

**June 7, 2017**

These Minutes shall be accepted into the public record (with any corrections noted)

at a future meeting of the Whitingham Selectboard.

The Whitingham Selectboard held a regular meeting on Wednesday, June 7, 2017 at 7:30pm in the Selectboard Office of the Municipal Center, 2948 VT Route 100, Jacksonville, VT.

Selectboard members present: Chair, Keith Bronson; Vice Chair, Allan Twitchell; Members Greg Brown and Robin Kingsley.

Others present: Gig Zboray, Selectboard Administrative Assistant; Almira Aekus, Town Clerk and Jenepher Burnell, Lister.

**Call to Order. Additions or Changes to Agenda**

Keith Bronson, called the meeting to order at 7:36pm. There was one addition to the agenda: Lock in fuel pricing. There was one deletion: Sewer Operator.

**Hearing of Visitors**

None.

**Lister**

Jenepher Burnell came to the table to discuss the fact that it might be coming time to hire professional listers. The newly elected lister resigned already. Howard Dix is learning more and more but he is not knowledgeable in Current Use. Jen’s job in Brattleboro is looking to hire her on full time and that could lead to her resignation here at some point in the future. When it comes to budgeting we might want to increase the budget for the professional.

**Sewer Operator**

Dave DiCantio could not attend the meeting tonight. He rescheduled for July 5th. Almira Aekus noted that the new sewer rates will go into effect on July 1st. The Selectboard would like to meet with Sewer Commissioners to discuss proposed rate change and other issues. Gig will invite them to a special meeting on Wednesday June 14th and ask for some sort of write up for the Selectboard to look over before the meeting.

**Review and Sign Dog Warrant**

**A motion was made by Greg Brown to sign the Dog Warrant, seconded by Allan Twitchell, all in favor.**

**Transfer Station/WSWMD updates**

A memo of events was prepared for review in anticipation of the June 27th meeting with the Executive Board of WSWMD. JC Electric has been contacted to hook up the new compactor. Fence should be installed to keep people out of the side of shoot.

**Education Funding**

**Keith Bronson moved to find that premature general public knowledge regarding the town’s education funding litigation would clearly place the town at a substantial disadvantage if its legal strategy was made public, seconded by Allan Twitchell, all in favor.**

**Keith Bronson moved to enter into executive session to discuss education funding litigation under the provisions of Title 1, Section 313(a)(1)(A) of the Vermont Statutes to include Gig Zboray and Almira Aekus, seconded by Allan Twitchell, all in favor.**

With no decisions made Executive Session was exited.

**Approval of Payables Warrant – June 8, 2017**

**A motion was made by Robin Kingsley to approve Payables Warrant W1750 dated June 8, 2017, seconded by Allan Twitchell, all in favor.**

**Approval of Payroll Warrant – June 8, 2017**

**A motion was made by Allan Twitchell to approve Payroll Warrant W1749 dated June 8, 2017, seconded by Robin Kingsley, all in favor.**

**Approval of Minutes of May 24, 2017**

**A motion was made by Robin Kingsley to approve the Minutes of May 24, 2017, as written with notes on back regarding opening of bids, seconded by Allan Twitchell, all in favor.**

**Review and sign auditors agreement:**

**A motion was made by Robin Kingsley to sign the audit agreement for audit of fiscal year 2016/17 at a cost of $15,900, seconded by Allan Twitchell, all in favor (with regret).**

**Other business / Administrative Assistant – as needed**

1. Annual vacation awards and payroll increases for 17/18: The Payroll Clerk needs a memo giving her authority for the payroll increases, the Selectboard reviewed the memo. There has been discussion recently about what awards time can be carried over and for how long so Gig included this information in the memo. There was also discussion about Personal Days and Floating Holidays. The current Employee Handbook does not mention that full time employees get 3 Personal Days (24 hours), Gig talked to Greg Brown, he said to ask Stanley Janovsky, Stan confirmed that it is a fact and Gig added 3 Personal Days to the Personnel Policy that is now in review at VLCT. Discussion regarding Floating Holidays: as written in the current Employee Handbook full time employees receive 3 Floating Holidays each year. Greg Brown said these floaters were originally two and designated as birthday and Columbus Day. Gig will search for old contracts that should clarify the original intent and make the corrections in the new Personnel Policy before it is adopted.

Although Gig has been employed with the Town for 5 years now (3 years was part time) it was agreed that she will be awarded 3 weeks vacation next year.

1. Selectboard Office closings: Gig would like to take Tuesday and Wednesday, June 20 and 21st off. If necessary she could return in time for the regular meeting or we could assign a Selectboard member to review and sign the warrants. Gig would also like to take off Friday, July 14th, the week of July 17th and Monday July 24th. A regular meeting is scheduled for July 19th. **Keith Bronson made a motion to allow Greg Brown, Robin Kingsley and/or Allan Twitchell to sign the payroll and payables warrants dated June 22and July 20, 2017 seconded by Allan Twitchell, all in favor.**
2. Lock In Fuel Pricing: Greg Brown received a call from Greg Nido to lock in fuel prices for the coming year. Winter diesel remains the same at $2.16 and heating oil remains the same at $1.89; summer fuel has increased 2 cents to $1.91. We received a letter from Nido’s showing these prices and the last three years of usage. The Selectboard chose to pre-buy at the 3 year highest usage, same as we did for this current year.
3. Discussion of school issues. No response has been received to several questions asked of Karen Atwood. Keith Bronson met again with a professional trying to get the water in the fuel problem corrected so the generator will run properly.

**Adjourn**

**A motion to adjourn was made by Greg Brown, seconded by Robin Kingsley, all in favor.**

Keith Bronson adjourned the meeting at 9:14pm.

Respectfully submitted, ~Gig Zboray