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

**September 14, 2016**

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, September 14, 2016 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, Karl Twitchell and Robin Kingsley.

Others present: Gig Zboray, Selectboard Administrative Assistant; Stanley Janovsky, Road Commissioner.

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

Chair, Keith Bronson called the meeting to order at 7:53pm. There were several additions to the agenda: Sportsmen’s Club, Senior Meals, and Transfer Station.

**Hearing of Visitors**

There were no visitors.

**Jacksonville Dam registration fee**

Mr. Janovsky suggested paying the fee in order not to hold up any possible grants. **A motion was made by Greg Brown to pay the fee, seconded by Karl Twitchell, all in favor with prejudice.**

**Sadawga Gate House**

Mr. Hvolbeck did not attend.

**Review of Personnel Policy and Job Descriptions**

**A motion was made by Greg Brown to go into Executive Session to evaluate a public employee under the provisions of Title 1, Section 313(a)(3) of the Vermont Statutes, seconded by Robin Kingsley, all in favor. A motion to exit Executive Session was made by Greg Brown, seconded by Robin Kingsley, all in favor.** After discussion,

**a motion was made by Greg Brown to accept the job descriptions, with changes noted, seconded by Allan Twitchell, all in favor.** Minor changes were agreed to in the Personnel Policy and approval was made to send it off to the VLCT for review.

**Review and sign contract with Kenny Bernard**

**A motion was made by Karl Twitchell, seconded by Allan Twitchell, to sign the contract with Kenny Bernard, all in favor.**

**Discuss new parcel mapping by VTrans**

Gig explained that the sign up was to be in the first year of the three-year program. It sounds as if VTrans will be doing the whole state whether we request it or not. Gig and Jen Burnell, lister, will be attending an informational meeting on October 12th.

**Changes to telephone service**

**A motion was made by Greg Brown to approve the new telephone service contract, seconded by Karl Twitchell, all in favor.**

**Approval of Payables Warrant – September 15, 2016**

**A motion was made by Karl Twitchell to approve Payables Warrant W1712 dated September 15, 2016, seconded by Robin Kingsley, all in favor.**

**Approval of Payroll Warrant – September 15, 2016**

**A motion was made by Robin Kingsley to approve the Payroll Warrant W1711 dated September 15, 2016, seconded by Allan Twitchell, all in favor.**

**Approval of Minutes of August 31, 2016**

**A motion was made by Robin Kingsley to approve the Minutes of August 31, 2016 as written, seconded by Greg Brown, all in favor.**

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

1. Sportsmen’s Club: Gig notified the Selectboard of the complaint she received as Health Officer about the noise generated at the Deerfield Valley Sportsmen’s Club on Fowler Road. The Club was in existence before zoning regulations (and Act 250), they are grandfathered and it seems there is nothing the Selectboard can do about the noise.
2. Senior Meals bathroom cleaning: The Dumaine House will be taking over preparation of Senior Meals beginning October 1st. They have read the rental contract and cleaning check list. They balked at “cleaning bathroom”. Mr. Dumaine stated they will inspect the bathroom as part of the after meal clean up but he refuses to clean the bathroom.
3. Transfer Station options: discussion. Gig to forward the WSWMD email to Trevor of TAM.
4. Email addresses: Gig will set up email addresses for the Selectboard members.

**Adjourn**

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

Keith Bronson adjourned the meeting at 9:24pm.

Respectfully submitted,

~Gig Zboray