

Town of Westmore
Special Selectboard Meeting Minutes
October 15, 2007

Present were: Nancy Mallary (Selectboard Chair), David Stevens and John Alexander (Selectboard members).

Nancy Mallary called the meeting to order at 4 pm to discuss Personnel Policy.

David moved and John seconded to adopt the Personnel Policy Addendum **3.1 Health Insurance Plans** as amended to include VLCT's Section 17. (See attached). The motion passed.

David moved and John seconded to adopt the Personnel Policy Addendum **3.2 Life & Disability/Workman's Comp Insurance Plans** as written. (See attached). The motion passed.

Personnel Policy Addendum **3.3 Retirement Plans** was tabled for further banking and IRA information.

John moved and David seconded to ask Greg to call Community Bank for information on setting up an IRA for 2008. The motion passed.

Personnel Policy Addendum **ARTICLE V – Standards of Conduct 5.1 General Obligations** was tabled for further insurance information.

John moved and David seconded to ask Greg to call VLCT for information on coverage for non-employees if they are passengers in Town vehicles. The motion passed.

David moved and John seconded to adopt the Personnel Policy Addendum **5.2 Employee Evaluations** as amended. (See attached). The motion passed.

David moved and John seconded to adopt the Personnel Policy Addendum **5.3 Political Activity** as written by VLCT Section 9. (See attached). The motion passed.

David moved and John seconded to adopt the Personnel Policy Addendum **5.4 Receipt of Gifts** as written. (See attached). The motion passed.

David moved and John seconded to adopt the Personnel Policy Addendum **5.5 Contracts** as written. (See attached). The motion passed.

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John moved and David seconded to adopt the Personnel Policy Addendum **5.6 Attendance** as amended. (See attached). The motion passed.

John moved and David seconded to adopt the Personnel Policy Addendum **5.7 Technology Use and Privacy** as amended with the addition of VLCT's Section 16. (See attached). The motion passed.

John moved and David seconded to adopt the Personnel Policy Addendum **5.8 Dress Policy** as written. (See attached). The motion passed.

John moved and David seconded to adopt the Personnel Policy **Appendix C – Workplace Violence Policy** as written. (See attached). The motion passed.

John moved and David seconded to adopt the Personnel Policy **Appendix E – Workplace Smoking Policy** as amended adding VLCT's Section 12. (See attached). The motion passed.

David moved and John seconded to adopt the Personnel Policy **Appendix I- Safety & Wellness Policy** as written. (See attached). The motion passed.

Respectfully submitted,

Nancy Mallary

Chair

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In attendance: Nancy Mallary, Chair, David Stevens and John Alexander, Selectmen, Greg Gallagher, Town Clerk, Debi Rash, Assistant Town Clerk, Bruce Wheeler, Randi Pickle, Mike Fraysier, VT Forest, Parks and Recreation (FPR), Jonathan Wood FPR, Susan Bulmer, FPR, Mathew Vowels GAW, Gregg Noble, GAW, Cindy Poplawski and Gerald Saindon.

Nancy Mallary reconvened (from the 4:00 PM) the meeting at 6:00 PM.

Greg was asked to check with Community National Bank for what retirement services they have.

Greg was asked to ask VLCT about what liability the Town has when non-employees ride in Town vehicles.

Nancy opened the meeting to additional agenda items.

Nancy asked to add Emergency Management Plan.

Randi asked to discuss street lights.

Gerald asked to add:

Generators

Landscaping

Old office floor

Curb stop at church

Loam and

Stump grinding

David moved and John seconded to add the above items to the agenda. Motion passed.

Randi read a letter from the Majchrzaks and Comstocks regarding a street light not working at the intersection of RTE 5A and Hinton Hill. She also reported the new street light near Fosters Grove North not coming on with the rest of the lights.

Greg reported that he had received a call reporting a wash out on Black Fly Blvd. Gerald said the road crew had repaired a clogged culvert there.

Greg reported that the VT ANR had issued a violation on the White Caps water system. The Board asked him to post it.

Jonathan Wood, FPR Commissioner, Mike Frayiser and Susan Bulmer addressed the Board on the Cheney House and Sentinel Rock properties.

The Legislature has granted FPR authority to sell the Cheney House under JRH 37. They asked for Town's input on any ideas for what use the property could have. They asked the if the Town was interested in formulating an ordinance against nudity. Mr. Wood said the Town should not be responsible for enforcement on State land, but they can make regulations. The State would be responsible for enforcement through the Fish and Wildlife Department.

Nancy asked to be informed of any problems that occur there.

Mr. Woods said he would place notices in the Chronicle and Town Report about any pending changes or sale of the properties.

Gregg Noble and Mathew Vowels were present to discuss Great Auks purchase of Island Pond Wireless and what Grant requirements are still in place. The State made a Grant to Westmore and Westmore sub-Granted the money to Island Pond Wireless.

One stipulation is that residential installation should be \$99, but they have been charging \$200. Mr. Noble will check to see how many Westmore residents have been overcharged and look into issuing a refund to them.

When asked about a new policy issued by GAW for customers to be required to pay by credit card only, Mr. Noble stated that that policy has been reversed and checks will be accepted.

A letter from one of their customers was read. It complained about her service not working and no response to her complaints.

Mr. Noble said that their phone system had "lost" a lot of messages when they moved to Brattleboro. Credits will be issued for any 'down time'.

Mr. Noble also said there would be faster speed available after an upgrade to their system sometime in November or December.

Cindy Poplawski came to the meeting to ask if the Board would accept a donation of books that they have accumulated. She passed out a sample of her Time-Life series. She suggested that the old office building could have shelves installed and use the books as a library.

John moved and David seconded to authorize Cindy to put the books in the old office building. Motion passed.

The Board asked Greg to send VTRANS a bill for 1/3 of the Garage generator expense (\$4883.33) and Westmore Fire~Rescue for \$500.

John moved and David seconded to approve Select Orders and Payroll #21. Motion passed.

John moved and David seconded to approve the Oct 1, 2007 meeting minutes. Motion passed.

John moved and David seconded to ask the Listers to attend the next meeting to explain various appraisal questions and the balance of the Grand List after the Miele revision. Motion passed.

There was no action taken on the Miele Errors and Omissions request due to Grand List information unclear.

John moved and David seconded to ask Greg to write to Kimball Johnson for status/recommendation(s) on the Town Emergency Plan update and to invite him to a meeting, either 10/29/07 or 11/12/07. Motion passed.

David moved and John seconded to have the Clerk apply for permits for the generator roofs and make the appropriate payments. Motion passed.

David moved and John seconded to authorize Gerald to work with Fire and Ice on the generator roof. Motion passed.

John moved and David seconded to authorize Gerald to do various work at the Old Town Clerk's Office. Motion passed.

The Board signed a letter to Jamie Blair appointing her as a School Board director to replace Auburn Harter, as voted Oct 1, 2007.

John moved and David seconded to authorize Greg to change the "School Account" from CNB to Bank North per a request from OCSU. This will make transferring funds into this account much easier for them. Motion passed.

John moved and David seconded to ask Greg to write ANR telling them we have not received the \$5000 SEP funds yet. Motion passed.

At 9:19, John moved and David seconded to adjourn. Motion passed.

Signed by,

Greg Gallagher

Westmore Town Clerk