

MEETING MINUTES
Town of Heath
BOARD OF SELECTMEN
Sawyer Hall
March 15, 2011

Called to order at 7:05 p.m. by Tom Lively with Brian DeVriese and Sheila Litchfield present. Also present Town Coordinator Jenna Day and Finance Committee Members, Don Freeman, Jan Carr, Dave Gott and Ned Wolf.

The agenda was reviewed.

The Town Coordinator reported on a phone call from Alice Wozniak, Assessor. She wants the Selectboard to consider raising the Assessors budget to include training if a new Assessor is elected. Selectboard agreed to do this.

Sheila reported that she received a phone call from the Superintendent of Mohawk Trail Regional School District who suggested that the town pay for preschool tuition by offering scholarships. The Town Coordinator will do research with Town Counsel and the Town Accountant. It was discussed that the MTRS is not a pre-K district. The Selectboard wished to invite the Heath school committee reps and the Finance Committee and the Local Education Council members to the next meeting to discuss pre-school funding.

7:30p.m. Gary Singley and Kathy Inman entered the meeting.

Jan Carr updated the meeting on the possible financing of the library building. The Federal Government has not released funds yet and the interest rate is still at 4.2%.

Gary Singley and Kathy Inman spoke of their desire to have the board hear their concerns regarding the potential purchase of the library. They will organize their comments and email the town coordinator.

7:42p.m. Gary and Kathy left the meeting.

Salary reviews were discussed. The Accountants job classification was reviewed. The salary is similar to what other towns pay for this service, however the hourly rate does not reflect actual hours which are unknown as the Accountant does not report on hours worked. The Town Coordinator salary was reviewed. The hiring rate if adjusted with the pay scale for the 7.8% cost of living since March 2007 would be \$18.08. After further discussion, the town coordinator salary was increased to \$18.00/hr. Both the Treasurer and Tax Collector rates were adjusted to job rate of \$16.05. The Post Office Manager rate was adjusted up to job rate of \$15.28. The Town Clerk position was adjusted to job rate. The Selectboard wants this and other positions that currently do not track hours to complete time sheets beginning with next fiscal year. It was discussed that the Police Chief was paid for five hours a week, this position was adjusted to job rate of \$20.43. The Police Officers were adjusted to rate of \$14.55. All highway positions are paid at job rate. A 6% increase was given to all positions to bring them to market equity. The library positions were adjusted to job rate: Director to \$17.69 and Assistant to \$12.57.

A concern with tracking the use of comp time was raised by the Treasurer. The Selectboard reviewed the personnel policy and concurred that this was unclear and voted to remove comp time from the policy for FY12. The town coordinator will check with town Counsel to get his opinion if paying comp time is legal.

Brian made a motion to accept Charlene's request for vacation/personal time leave. Sheila seconded. The vote was unanimous. Motion carried.

Brian made a motion to accept Jenna's request for vacation/personal time leave. Sheila seconded. The vote was unanimous. Motion carried.

Minutes were reviewed.

Brian made a motion to accept the December 28, 2010 minutes. Sheila seconded. The vote was unanimous. Motion carried.

Brian made a motion to accept the January 11, 2011 All Boards Meeting minutes. Sheila seconded. The vote was unanimous. Motion carried.

Brian made a motion to accept the January 11, 2011 minutes as amended. Sheila seconded. The vote was unanimous. Motion carried.

Warrants were signed.

10:50p.m. Brian made a motion to adjourn. Sheila seconded. The vote was unanimous. Motion carried.

Respectfully Submitted,
Jenna Day, Town Coordinator