

Town of Readsboro
Board of Selectmen Regular Meeting
The Readsboro Town Office
July 8, 2020

Selectboard Present: Raymond Eilers, David Marchegiani, Joseph Berard
Others present: Karen Boisvert, Amber Holland

Call to Order:

Meeting called to order at 6:30 p.m.

Agenda Additions/ Deletions Approval of Agenda:

Raymond requested that Parking Issues be added to the agenda and David asked for a Selectboard Report be added. Raymond made a motion to accept the agenda as amended, David second.

Reading & Approval of Records:

Minutes of Previous Special Meeting of 6/24/2020:

Raymond made a motion to accept the minutes from the previous Special Meeting as written, David second.

Minutes of Previous Executive Session of 6/29/2020:

David made a motion to accept the minutes from the previous Executive Session as written, Raymond second.

Fiscal Matters:

Review of Budget Status Report:

No Budget Summary this week.

David requested a Budget Summary for the close of FY2020.

Raymond would like an update on the lagoon clean out with a financial breakdown.

Bridge Funds:

After much discussion, David will contact Dufrense Group as well as the State for plans and price associated with the Bridge #25 project.

Town Garage Funding:

The Selectboard would like to have a solid plan and prices together to present at Town Meeting to the voters.

Selectboard Administrative Report:

A) **Updates:**. Administrative Assistants report was read.

B) Selectboard Report:

1. Raymond reported that Omar had received an email from Wireless Partners. They would like to put a permanent pole at the Fire House for their equipment.
2. Raymond stated that there was a car on Main Street that has been parked in the same spot for well over a month. Parking Ordinance will be looked at again and revised to state there is no long-term parking on Main Street.

Old Business:

None

New Business & Communications:

A) **Employee Pay Raises: Action**

David made a motion to accept raises that were determined at the previous Executive Session on 6/6/29/2020, Raymond second.

Town of Readsboro Summary of Wages

DEPARTMENT	POSITION	NAME	FY20 RATE	FY21 RATE
DEPARTMENT OF PUBLIC WORKS		Position Currently Held By:		
Highway/DPW	SUPERINTENDENT	Norman Wilber	NW \$23.5/hr	
	SUPERINTENDANT	Jeremy Green	\$21.10/hr	\$22/hr
	DRIVER/OPERATOR	David Dix	\$17.50/hr	\$18.03/hr
	DRIVER/OPERATOR	Bruce Lescarbeau	\$17.50/hr	\$18.03/hr
Interdepartmental	DRIVER/OPERATOR	Tyler Filiault	\$17.76/hr	\$18.29/hr
Summer Help	LABORER	Hunter Boisvert Aaron Cole	\$11.50/hr	
	LABORER	Joshua Peters		\$12/hr
Transfer Station	ATTENDANT	William Wheeler	\$14.50/hr	\$14.94/hr
	ASSISTANT ATTENDANT	Robert Matte	\$12/hr	\$14/hr
Water & Sewer	CHIEF OPERATOR	Mitchell Holland	\$21.25/hr	\$21.89/hr
Interdepartmental	OPERATOR – Assistant	Tyler Filiault	\$17.76/hr	\$18.29/hr
	OPERATOR - Weekend	Dylan Howes	\$100/weekend	\$120/weekend
SELECTBOARD APPOINTMENTS				
	ASSESSORS CLERK	Larry Hopkins	\$18.50/hr	\$19.06/hr
	Listers (was 3 staff up until 2013; then 1 Assessors Clerk)	See Pay Range for 3 staff		
(35hrs per year minimum)	IT STAFF PERSON	Amber Holland	\$16/hr	\$16.48/hr
	SELECTBOARD CLERK	Karen Boisvert	\$16.75/hr	\$17.25/hr
DEPARTMENT	POSITION	NAME	FY20 RATE	FY21 RATE
	Administrative Assistant	Karen Boisvert	\$16.75/hr	\$17.25/hr
	UTILITY CLERK	Karen Boisvert	\$16.75/hr	\$17.25/hr
	METER READER	\$250/month until electric sold		
	ASSISTANT UTILITY CLERK			
(rate set by Library Trustees)	LIBRARY	Cyndi Candiloro Normajeane Marchegiani	\$20.20/hr \$11.08/hr	\$22/hr \$12/hr
(rate set by Cemetery Commission)	Cemetery	Tom Maroni Joel Hicks	\$15/Hr \$13/Hr	\$15/Hr \$13/Hr
Miscellaneous	MILEAGE REIMBURSEMENT		.58/mile	.58/mile
APPOINTED	Assistant Town Clerk:			

By Town Clerk/Treasurer		Normajeon Marchegiani Karen Boisvert	\$11.80/hr	\$12.15/hr
	ASSISTANT TOWN TREASURER	Normajeon Marchegiani, Karen Boisvert	\$11.80/hr	\$12.15/hr
	BALLOT CLERK		\$11/hr	\$11.33/hr
APPOINTED	Appointed by Selectboard:			
	AGENT TO CONVEY REAL ESTATE	Eunice Crowell	\$20/trip+mileage	\$20/trip+mileage
	BOARD OF ABATEMENT	-	\$20/meeting	\$20/meeting
	BOARD OF ABATEMENT CLERK	-	\$16.00/hr	\$16.00/hr
	BOARD OF CIVIL AUTHORITY	-	\$20/meeting Site Visit Report: \$20	\$20/meeting Site Visit Report: \$20
	ZONING ADMINISTRATOR	Helyn Strom-Henriksen	\$1,850/yr + mileage	\$1,850/yr +mileage
	DELINQUENT TAX COLLECTOR	Teddy Hopkins	TH 7% Appointed	TH 7% Appointed
	EMERGENCY MANAGEMENT DIRECTOR	Andrew Massarri		
	FENCE VIEWER	Eliminated		
	FENCE VIEWER	Eliminated		
	HEALTH OFFICER	Raymond Eilers	\$300/yr+mileage	\$300/yr+mileage
	INSPECTOR OF COAL & LUMBER	Eliminated		
	JUNK ORDINANCE OFFICER	Raymond Eilers	\$500/yr+mileage	\$500/yr+mileage
	MEMORIAL DAY COMMITTEE	American Legion Post #29		
	POUND KEEPER	Melanie Matte	\$600/yr+mileage	\$600/yr+mileage
	REP TO LIBRARY SUPERBOARD	Carol Marks		
	REP TO WINDHAM REGIONAL PLANNING COMMISSION	Vacant		
	REP TO WINDHAM REGIONAL PLANNING COMMISSION	Vacant		
	REP TO WINDHAM SOLID WASTE DISTRICT	Jim Damato		
	ALTERNATE REP TO WINDHAM SOLID WASTE DISTRICT	Vacant		
	ROAD COMMISSIONER	Selectboard		

	Energy Coordinator	Vacant		
DEPARTMENT	POSITION	NAME	FY20 RATE	FY21 RATE
	SANITATION ENGINEER	Richard Codogni		
	TREE WARDEN	Michael Boisvert		
	911 COORDINATOR	Kenneth Lequier	\$200/yr+ mileage	\$200/yr + mileage
ELECTED	GRAND JUROR	Vacant	\$15/trip+mileage	\$15/trip+mileage
	MODERATOR	Kenneth Lequier	\$50 (after 4 hrs or \$11/hour)	\$50 (after 4 hrs, \$11.33/hour)
	SELECTBOARD 3 members	Raymond Eilers; David Marchegiani; Joseph Berard	\$1,700/yr; \$12 hrly for Special approved mtg + mileage	\$2,500/yr; \$12.36 hrly for Special approved mtg + mileage
	TOWN CLERK	Amber Holland	\$298.00/wk	\$307.00/wk
	TOWN TREASURER	Amber Holland	\$298.00/wk	\$307.00/wk
	TOWN AGENT	Vacant	\$15/trip+mileage	\$15/trip+mileage
Paid thru SWSU	SCHOOL DIRECTORS			

B) St. Joachim Space for future meetings- Discussion & Action:

After a brief discussion, the board would like to offer the church a donation of \$50 per meeting along with the monthly cost of the WIFI bill. A formal motion will follow with the completion of the contract.

C) Town Office Lease- Discussion:

The SVUUSD forwarded last years lease agreement to the Town for review. Raymond will be handling all negotiations with Chum Sumner who is the Chair of the School Board.

D) Summer Help Application- Discussion & Action:

After much discussion Raymond made a motion to hire Joshua Peters for the Summer Help Position at the rate of \$12 per hour, Joseph second. He is to start on Monday 7/13/2020.

Hearing of Visitors:

None

Executive Session if needed:

None

Fiscal Matters:**A) Signing of Selectboard orders/bills-**

AP and Payroll were reviewed and signed.

Adjournment:

Raymond made a motion to adjourn at 7:50pm, Joseph second

Respectfully Submitted,
Karen Boisvert, Administrative Assistant
July 9, 2020