

Town of Londonderry, Vermont
Selectboard
Special Meeting Minutes
Wednesday, April 10, 2019
Twitchell Building - 100 Old School Street, South Londonderry, VT

Board Members Present: James Ameden, Georgianne Mora, Thomas Cavanagh, Robert Forbes and Taylor Prouty.

Board Members Absent: None.

Others in Attendance: Town Officials – Town Administrator Shane O’Keefe, Highway Foreman Matt Rawson, Highway Crew members Joshua Dryden and Austin Morse. Members of the Public – Bruce Frauman (Chester Telegraph/GNAT).

1. Call meeting to order

Selectboard Chair **Jim Ameden** called the meeting to order at 4:30 PM.

2. Additions or deletions to the agenda

None.

3. Visitors and Concerned Citizens

None.

4. Selectboard pay orders

Pay orders were reviewed and signed by the Board members.

5. Personnel Matters

a. Executive sessions per 1 VSA 313(a)(3) - The appointment or employment or evaluation of a public officer or employee

George Mora moved to enter executive session to discuss the evaluation of a public employee pursuant to Title 1 V.S.A Section 313(a)(3), Taylor Prouty seconded, passed unanimously.

The Board entered executive session at 4:31 PM with Town Administrator O’Keefe in attendance. Highway Foreman Mathew Rawson was invited to attend at 4:35 PM.

The Board came out of executive session at 5:05 PM.

b. Discuss Highway Department matters with staff

At 5:05 PM, Highway Crew members Joshua Dryden and Austin Morse entered the meeting, as did reporter Bruce Frauman.

There was discussion about operations of the Highway Department, with emphasis on ways to improve organization and planning for maintenance of roads, equipment and facilities, and for promoting teamwork. Maximizing departmental productivity and efficiency was stated as a

Board goal. The tracking of work tasks and project costs was explored and there was mention of technological tools that can assist with this. A draft annual work schedule was distributed and reviewed, as was a set of departmental goals.

It was agreed that the Highway Department has done a great job with winter maintenance in particular this year, and that the Town is lucky to have such a skilled and dedicated crew.

Rawson mentioned that he was getting cost estimates for a replacement vehicle for the Highway Department. He raised the idea of whether to purchase a 10-wheeled vehicle instead of a 6-wheeler, and he along with crew members stated that the larger vehicle would provide trucking capacity and time efficiencies and be more durable. Rawson will look further into this and the Board would take this up at a future meeting.

Frauman stated that the Town of Weston photographs its culverts each year for documentation purposes.

c. Executive sessions per 1 VSA 313(a)(3) - The appointment or employment or evaluation of a public officer or employee

George Mora moved to enter executive session to discuss the evaluation of a public employee pursuant to Title 1 V.S.A Section 313(a)(3), Tom Cavanagh seconded, passed unanimously.

The Board entered executive session at 5:40 PM with O’Keefe, Rawson and Morse invited to attend.

The Board came out of executive session at 5:55 PM.

There was a brief discussion about workplace safety and past inspections of Town facilities conducted by Vermont Occupational Safety and Health Administration (VOSHA) and the Vermont League of Cities and Towns (VLCT).

George Mora moved to enter executive session to discuss the evaluation of a public employee pursuant to Title 1 V.S.A Section 313(a)(3), Taylor Prouty seconded, passed unanimously.

The Board entered executive session at 5:59 PM with O’Keefe, Rawson and Dryden invited to attend.

The Board came out of executive session at 6:16 PM.

6. New Business

a. 2nd Class Liquor License – Michael & Tammy Clough, DBA Mike and Tammy’s Main Street Deli/Market

Bob Forbes moved to approve the liquor license presented to the Board, George Mora seconded, passed unanimously.

7. Adjourn

Bob Forbes moved to adjourn the meeting, seconded by Taylor Prouty, passed unanimously.

The meeting adjourned at 6:26 PM.

The next regular meeting of the Selectboard is scheduled for April 15, 2019 at 7:00 PM.

Respectfully Submitted,

Shane P. O’Keefe
Town Administrator

Approved April XX, 2019.

James Ameden, Chair

Georgianne Mora, Vice-Chair

Thomas Cavanagh

Robert Forbes

Taylor Prouty

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