

Town of Londonderry, Vermont
Selectboard
Special Meeting Minutes
Thursday, June 24, 2019
Twitchell Building - 100 Old School Street, South Londonderry, VT

Board Members Present: James Ameden, Georgianne Mora, Tom Cavanagh and Robert Forbes

Board Members Absent: Taylor Prouty

Others in Attendance: Town Officials – Town Administrator Shane O’Keefe. Members of the Public – Daniel Diaz of Weston, Vermont

1. Call meeting to order

Selectboard Chair **Jim Ameden** called the meeting to order at 5:30 PM.

2. Additions or deletions to the agenda

Shane O’Keefe recommended adding the review and approval of pay orders.

George Mora moved to add review and approval of payorders to the agenda, seconded by Tom Cavanagh, passed unanimously.

3. Executive Session – The appointment or employment or evaluation of a public officer or employee per 1 V.S.A. 313 (a)(3)

George Mora moved that the Board enter executive session to discuss the potential employment of a Town employee, pursuant to Title 1, Section 313(a)(3)a, seconded by Tom Cavanagh, passed unanimously.

The Board entered executive session at 5:31 PM, with O’Keefe and Daniel Diaz present.

The Board came out of executive session at 5:40 PM. No announcements or decisions were made.

4. Consider hiring new Town employee

Bob Forbes moved to hire Daniel E. Diaz as a crew member and equipment operator with the Highway Department at an hourly rate of \$20.00 per hour, and due to his level of experience he shall accrue vacation as though he has completed his first year of service to the Town, with all such vacation available on his first day of service to the Town. No other vacation shall accrue during his first year of service, seconded by George Mora, passed unanimously.

The Board members congratulated Diaz on his hiring and noted that he would be a great addition to the Highway crew.

5. Visitors and Concerned Citizens

None.

6. Selectboard pay orders

Pay orders were reviewed and signed by the Board members.

7. Other Business

Town Administrator/Zoning Administrator Performance Evaluation – It was noted that O’Keefe will have soon served as Town Administrator for 6 months, the Board members briefly discussed conducting a performance evaluation. It was agreed to hold an executive session on this at the end of the July 1, 2019 Board meeting. O’Keefe was asked to forward his job description and standard performance evaluation form to Board members.

8. Adjourn

George Mora moved to adjourn the meeting, seconded by Bob Forbes, passed unanimously.

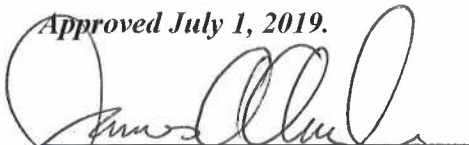
The meeting adjourned at 5:45 PM.


The next regular meeting of the Selectboard is scheduled for July 1, 2019 at 7:00 PM.

Respectfully Submitted,

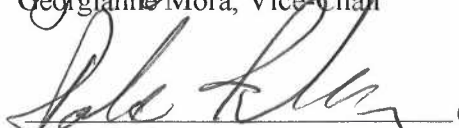

Shane P. O’Keefe
Town Administrator


Approved July 1, 2019.


James Ameden, Chair


Thomas Cavanagh


Georgianne Mora, Vice-Chair


Robert Forbes


Taylor Prouty

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