

WEST WINDSOR SELECTBOARD

Draft Minutes

November 20, 2009

Present: Phil Arvidson, Bruce Boedtke, Martha Harrison, Cathy Archibald

- 1) Call to Order – Selectboard Chair Phil Arvidson called the meeting to order at 4:00 PM
- 2) Changes or additions to the agenda – Energy grant
- 3) Executive Session: Personnel Matters – By unanimous consent, Selectboard members Phil Arvidson and Bruce Boedtke went into Executive Session to discuss a personnel matter. After discussion, the Selectboard came out of Executive Session by unanimous consent and accepted the summary of hours worked and proposal for future hours through year end as presented by Martha Harrison, including the unpaid time off from December 28, 2009 through January 1, 2010. The Selectboard also agreed unanimously to hire Shannon Harrington as an independent contractor with no benefits to do administrative work on an “as needed” basis not to exceed 10 hours per week between now and year end at a compensation level not to exceed \$14 per hour. Phil said the Selectboard will consider in the future whether they want to appoint an Assistant Zoning Administrator (ZA). Phil said if the Planning Commission nominates an Assistant ZA, the Selectboard can always act on that nomination at some point in the future.
- 4) Other Business – Energy grant: Phil said Martha has indicated that the grant application is 42 pages long and the deadline for filing is December 8, 2009. Phil said Tom Kennedy has indicated that the Town Hall window project would not qualify for funding, but the furnace might. Phil said the furnace failed again yesterday and he authorized Cathy Archibald to get Dead River (formerly Leonard’s) to fix it and to get an estimate on a new furnace. According to Phil, the person who gives estimates will be back from vacation next week and there is no charge for an estimate. Phil said he has no idea whether we’ll be able to get all the information in time to submit an application. Bruce said that we should continue to work towards that goal and that any furnace purchased by the town should be energy star rated. Phil agreed.
- 5) Adjourn – The Selectboard adjourned by unanimous consent.

Respectfully submitted,

Martha Harrison