

SHAFTSBURY SELECTBOARD
SPECIAL MEETING
NOVEMBER 10, 2011
MINUTES

ATTENDING: Board Members present: Lon McClintock, Karen Mellinger, Bill Pennebaker, Carl Korman, and Craig Bruder; Town Personnel: Margy Becker, Town Administrator;

1. Call to Order

Chair Lon McClintock called the meeting to order at 5:30pm.

2. Other Business:

The Selectboard has noted tax payers are reporting errors on their tax bills and that there are grand list errors and omissions that need to be addressed. Selectmen are in agreement that the Listers and Treasurer need to follow statutory requirements for adjustments to the Grand List after the grand list is 'lodged'. The Selectboard stated concern regarding the volume of errors being reported. Margy Becker explained that Apas, LLC, who has been contracted to maintain the Grand List by the Board of Listers, has been put on notice of the growing number of errors and omissions. Apas, LLC will investigate whether all data files were restored, after the Listers' computer 'crashed' in May 2011. The Selectboard has requested a meeting with the Listers, Treasurer, and Ed Clodfelter of Apas, LL to review the work being done under the Apas, LLC contract with the Town. A proposed meeting date and time is 9AM Tuesday, November 15th at Cole Hall. Margy Becker said she would notify the Listers and Treasurer of the proposed meeting.

3. Proposed Personnel Policies:

The Selectboard reviewed Draft 8 of proposed personnel policies. These policies have undergone legal review. The Board discussed the concept of 'at will employment' and how this relates to employee terminations and a proposed progressive discipline policy. The Board discussed whether or not to make benefits available to employees working less than a 40 hour week. The Board reviewed and clarified definitions and general terms. The Board will hold a special meeting at 8AM on Saturday, December 3, to continue their review of the policies.

6. Adjournment

Karen Mellinger made the motion to adjourn at 6:20pm. Carl Korman seconded. Motion carried unanimously.

Submitted by
Margy Becker

ASAP