

**Town of Shaftsbury  
Select board Meeting  
5:30PM  
Monday, September 9, 2013  
Cole Hall - 61 Buck Hill Road**

Board Members Present: Craig Bruder, Karen Mellinger, Mitchell Race,  
Carl Korman  
Board Members Absent: Ken Harrington  
Others Present: Bill Fisk, Treasurer; Joe Herrmann, Water Superintendent; Joann  
Herrmann, Water Department; Jim McGinnis, Dorset

**1. Call to order**

The meeting was called to order by Karen Mellinger at 5:32P.M.

**2. Conflict of Interest statement**

There was no conflict of interest statement.

**3. Approval of Minutes**

**Motion to Approve Minutes for April 1, 2013. Moved by Bruder/Korman 2<sup>nd</sup>. Motion carried unanimously.**

**4. Public Comments**

There were no public comments.

**5. Meeting with Water Superintendent Candidate**

Selectboard members met with Jim McGinnis and discussed his candidacy for the Water Superintendent position. Mr. McGinnis has been recommended to the Selectboard as a candidate following initial interviews and meetings with the Town Administrator, Joe Herrmann, and Selectboard liaison to the Water Department, Karen Mellinger. Joe Herrmann will be retiring as Superintendent during 2014. Mr. McGinnis has many years of experience managing the water system for the Town of Dorset. The certification requirements for managing Shaftsbury's distribution system are less stringent than the certification requirements for managing the Dorset system. This is due to the fact that Shaftsbury purchases water from North Bennington.

Selectboard members questioned Mr. McGinnis' availability to be able to respond to emergencies, since travel time would be involved. Joe Herrmann and Margy Becker explained it is not unusual to have off-site system operators in smaller towns.

Mr. McGinnis spoke to the differences between the Dorset system and North Bennington and Shaftsbury systems, noting that Shaftsbury is further ahead. Our connections are mapped, and meters have been installed.

**6. Budget Review** – The Water Board conducted a brief review of Y-T-D reports for the Water Department budget.

**7. Other business:**

Joe Herrmann explained that the master meter has been located in a trench box at the intersection of Cleveland Avenue and Main Street. Maintenance and repairs of this meter location are involved and less safe than above-ground meters. Ken and Phil Harrington have agreed to authorize the Town to install the master meter reader on the house at the corner to provide more convenient 24/7 access to the reader. In return for their consideration, Joe Herrmann suggested and the Board agreed, that the Harringtons will be granted free water for one year (October 2013 and April 2014 billings). Town Attorney Rob Woolmington will be asked to draw up a simple utility easement. A letter of agreement regarding water charges will also be sent to the Harrington's.

**7. Executive Session:**

**Craig Bruder made the MOTION to enter executive session at 6:29 PM with the Town Administrator and Water Superintendent to discuss a personnel matter. Mitch Race 2<sup>nd</sup>. Motion carried unanimously.**

The Board exited executive session at 6:35.

**Craig Bruder made the MOTION to make an offer of employment for the position of Assistant Water Superintendent to Jim McGinnis effective October 1<sup>st</sup>, 2013, with the understanding that he will assume the position of Water Superintendent according to negotiated terms and conditions. Mitch Race seconded. The MOTION carried 4-0-1 in favor (Ken Harrington abstaining due to late arrival).**

**9. Adjournment**

**Carl Korman made the MOTION to adjourn at 6:35PM; 2<sup>nd</sup> by Mitch Race. The MOTION carried unanimously.**

Prepared By: Margy Becker