

VILLAGE OF LYNDONVILLE
TRUSTEES MEETING

July 18, 2016
6:00 PM

Trustees

Ray Durocher, Chair
Doug Conly
Heather Bollman

Press

Amy Nixon

Public

Justin Smith
Joe Dauphin
Steve Gray
Ken Mason
Dan Daley
Susan Mills
Tim Gaskin

1. Ray Durocher called the meeting to order at 6:00 PM.
2. Minutes:
The July 5th, 2016 minutes could not be approved due to a lack of a quorum from those present on July 5th, 2016.
3. Approval and signing of orders:
The board approved and signed the Accounts Payable orders drawn on the Treasurer for weeks 28-29.
4. Bandstand Park Request:
Ray Durocher made a motion to approve Strong Living's request to use Bandstand Park for their annual luncheon. They are proposing to hold their event on Thursday, July 21, 2016 from 11:30 AM until 1:30 PM. Doug Conly seconded, and the motion carried 3-0.
5. Preliminary Tax Rate: Justin Smith gave a brief explanation of where the Village's preliminary tax rate currently stands. The total tax rate increase is \$.0858 the breakdown is as follows: village general fund \$.0384, School \$.0222, town general fund \$.0249, and the local agreement rate (Veteran's exemption) \$.0003.
6. H.O.P.E. Coin Drop Date: H.O.P.E. has chosen July 30th, 2016 as their coin drop date.
7. Executive Session Personnel:
Motion made by Ray Durocher, seconded by Heather Bollman to enter executive session with the Municipal Administrator and Joe Dauphin to discuss a personnel issue under the provisions of Title 1, Section 313(a) (2) of the Vermont Statutes. Motion carried 3-0. The Trustees entered executive session at 6:15 PM.

The Selectboard exited the Executive Session at 6:21 PM. No action was taken.
8. Other: None
9. LED Manager's Position: The Trustees along with Dan Daley, Susan Mills, & Tim Gaskin (3 of 4 hiring Committee members, David Rivers was not present) discussed the schedule for starting the job search for

Ken Mason's replacement as the General Manager for Lyndonville Electric Department. Ken Mason provided the Committee with a job description, job advertisement, and a list of newspapers that might be potential advertising options. The Committee agreed on a list of newspapers in addition to several electric organization's websites for advertising the opening. In addition, it was agreed that the job opening would be posted on the municipalities' website as well as on VLCT's website if possible. The Committee chose the application deadline, which will be August 8th, 2016 at 4:30 PM. The Committee will sit down to review applications together on August 15th, 2016. The Committee's intent would be to start setting up interviews for the following week and have someone hired for October 1, 2016. This would provide the new hire with three weeks to work with Ken Mason so there is a seamless transition on Ken's retirement date October 21, 2016. Ken Mason and Susan Mills agreed to find some salary information for the Managers of Public utilities in Vermont and New England. Doug Conly offered to review the Manager's Job description, Justin Smith agreed to work with Sue Mills on the job advertisement. It was agreed by all that Susan Mills would receive all applications and that her and Justin Smith would put together three-ring binders with all the applications in them. The goal would be to deliver them to the Committee as soon as possible after August 8th so that they would have a week to review the candidates and decide who should be interviewed.

The meeting was turned over to LED at 7:30 PM.

Approved by the Village Trustees: August 15, 2016