

**Town of Moretown
Office of the SELECTBOARD**

DRAFT – Unapproved minutes of the April 12, 2010 special meeting, held for the purpose of interviewing applicants for the Road Foreman position; to sign selectboard warrants; and to talk briefly about the town hall project.

Board members present were: Stephanie Venema, Rob Roberts, Reed Korrow, Dave Van Deusen, John Hoogenboom arrived at 5:45

Guests: Chris Gray, Andrew Abair, Cheryl Brown as assistant to the selectboard

Stephanie called the meeting to order at 5:40

Interviews –

Chris Gray – discussion included:

- Why Chris feels he is qualified for the road foreman job
- Safety – road signs/notify people of road projects before beginning work/accommodate the school bus schedule
- Mud season road issues/how would you fix a really muddy road - stone
- What role of road foreman involves
- General road work - stay off the road during school bus hours if possible
- How general complaints from residents would be handled – repair damage done by town crew as soon as possible, help out the elderly/handicap to ensure emergency vehicle access – case by case basis
- How to handle unreasonable residents – refer to the selectboard
- Work plan/work schedule
- Prioritizing summer work – clean ditches, replace culverts, cut brush
- Equipment operation – Chris can move the grader but can not grade roads – can operate the excavator to clean out ditches – most experience in driving truck/snow plowing
- Skills he would look for when hiring a road crew worker – CDL, driving experience, experience operating equipment
- Willing to learn to run all highway equipment
- Any changes needed at the highway garage
- Courtesy with neighbors around the highway work areas
- Dealing with phone calls from residents at home
- Thoughts on the need for a new highway truck
- How was the highway crew/garage run when Craig was on leave/vacation
- Does the highway crew have time to do the extra plowing of roads that are currently being plowed by independent contractors and Meriden
- Do we need a road foreman and a part-time road commissioner
- How much sand is needed per mile
- Willing to try different road methods
- Willing to attend training workshops/seminars
- No computer at the town garage – none at home either

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Andrew Abair – discussion included:

- Andrew spoke about himself. He has worked for the Town/Village of Waterbury for 10 years, helping to take care of around 23 miles of dirt roads. Now he is looking to step up his career with this application.
- No experience in foreman work.
- Experience in operating a grader, loader, dump truck/snow plowing, and backhoe. Would like to have more time operating the grader.
- Mud season road issues/how to handle mud issues - stone
- Supervision of road crew – follow the town’s personnel policy and keep the men busy
- Safety – orange vests/signage/protective gear for operating chain saw
- Training – completed grader operation training and a couple of road scholar courses – First Aid, blacktop maintenance, drainage, chainsaw operation, and how to build a road. Willing to do more training.
- Summer work – clean ditches, replace culverts, cut brush, and prioritize projects
- How to handle irate people
- Schedule / plan vacations or time off – work with the crew in the summer if a project is not impacted, because basically the road crew is “on call” all winter and can not take time off
- Class B commercial drivers license
- Familiar with most of Moretown’s roads by driving them
- Does work with the computer, but mostly for email
- Familiar with most highway department related vendors
- Operates a single axle dump truck for Waterbury
- Waterbury’s trucks are on a 6-year replacement plan – when the extended warranty is up, the truck is replaced to minimize repair costs
- When hiring a person he would look for a person with a good attitude and someone who know how to run a variety of equipment. Crew needs to be cross trained to be able to use all equipment.
- Flexible to work nights/weekends to plow snow
- No problem making the calls to go out in a storm. He is usually up and ready to go.
- Ok with public relations. He would deal with what he can and then talk with the selectboard on big issues before making decisions.

Andrew was asked to provide references that relate to highway work/this job and told the selectboard will look them over and then get back to him.

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David Cinelli – did not show for his interview.

Discussion about choosing one of the applicants –

Stephanie moved to enter into executive session at 7:00 for evaluation of applicants for requesting employment. John seconded. All were in favor.

Dave moved to come out of executive session at 7:45. John seconded. All were in favor. No action was taken in or as a result of the executive session.

Warrant #'s 29 and 30 were approved as printed.

Town hall business –

Dave explained that the elevator is still in violation and repairs need to be done. A licensed elevator mechanic must by State Law be present when work is being done to the elevator when it is in the raised position. The hourly cost for that licensed contractor to be present would be \$125 per hour. Hoover estimated the work that he proposed would take up to three days. Dave estimated the elevator repairs to be \$6,000 – the remainder of the contract for the painter is \$6,000 – the remainder of Hoover's contract is \$5,500 – totaling \$17,500. Dave said there are enough funds left to pay for this work. The selectboard approved that Dave move forward with scheduling the elevator repairs. Dave has not met with Doug Reed and Hoover on the punch list. Hoover will not be paid until all of the contracted work is complete and reviewed by Doug and Dave.

Dave moved to adjourn at 8:00 p.m. Rob seconded. All were in favor.

The selectboard meet again on 4/19/10, at the town offices, for their regular meeting.