

Town of Sunderland Selectboard Organizational Meeting

Monday March 7, 2022 7:00 PM

104 Mountain View Road Sunderland, Vermont

Meeting Minutes

1. Call to Order- Meeting called to order by Chair, Jon French, at 7:00 pm
2. Introduction of Board Members and speakers-Present were Board Members, Andrew McKeever, Dixie Zens Jon French, and Bruce Mattison. Also present were newly elected Town Clerk/Treasurer-Susan Whitney, Kevin Hewes and Debbie Clark-Fuentes.
3. Approval of Minutes from February 14, 2021 meeting-Motion to accept made by Mr. Zens, seconded by Mr. Mattison Motion carried.
4. Organizational appointments-The following appointments were nominated, seconded and unanimously voted upon by the board;
 - a) Board Chairman-Jon French
 - b) Board Clerk- Richard "Dixie" Zens
 - c) BCRC/ISWIP/ISWAP Liaison- Richard "Dixie" Zens and Steven Bendix
 - d) Road Liaison- Bruce Mattison
 - e) Insurance Liaison- Jon French
 - f) Law Enforcement Liaison- Jon French
 - g) Secretary to the Selectboard - Vacant
 - h) Designate Newspaper of Record- Bennington Banner
 - i) Designate Day and Time of Regular Meetings- 2nd and 4th Mondays of each month at 7:00 pm. Meeting for Monday March 14 will not be held. Next Board meeting will be March 28, 2022 at 7:00 PM.
 - j) Appoint legal Counsel (Current Woolmington et. al.)- Woolmington et. Al.
5. Appoint following Town Positions
 - a) Emergency Management Coordinator - Adam Annunziata
 - b) Green-Up Chairman - Jeff Dexter
 - c) Service Officer - Samuel Liss
 - d) Town Lister - Vacant
 - e) Town Grand Juror- James Ayrey
 - f) Town Agent- James Ayrey

6. Planning Board Appointment – Motion to appoint Deborah Clark-Fuentes to the Planning Board was made by Mr. Zens and seconded by Mr. McKeever. Unanimous vote, motion carried. Motion to reappoint Robert Zens to the Planning Board was made by Mr. French and seconded by Mr. Zens, unanimous vote motion carried.
7. Sunderland Hill Road Property Update-Possible Executive Session- Motion to enter Executive Session to discuss Sunderland Hill Road property and also personnel issues was made by Mr. Zens and seconded by Mr. McKeever. Board entered Executive Session at 7:19 pm. Motion to exit executive session and reenter regular session was made by Mr. Zens and seconded by Mr. McKeever. Board exited Executive Session at 8:39 pm. Motion to accept Settlement Agreement with the Sweeney's after typographical errors are corrected was made by Mr. McKeever and seconded by Mr. Zens. Unanimous vote, motion carried. Motion to set the pay rate for the assistant town clerk at \$20.00/hr and to include 3 sick days and paid holidays for those holidays that fall on a work day was made by Mr. McKeever seconded by Mr. Mattison, motion carried. Motion to set the pay rate for the Town Clerk at \$20,00.00 annually and the Town Treasurer pay rate at \$15,000.00 annually and include 5 sick days and 10 days paid vacation to the person holding both positions was made by Mr. Zens and seconded by Mr. Mattison unanimous vote, motion carried. Motion to set pay rate for Rose Keough to assist in training and transition period and to cover for vacations not to exceed 192 hours annually was made by Mr. Zens seconded by Mr. McKeever unanimous vote motion carried. Motion to pay Road Foreman, Marc Johnston, one weeks salary to compensate for two weeks he did not receive pay after exhausting his vacation time and sick days for a medical procedure and recovery was made by Mr. Mattison and seconded by Mr. McKeever. Unanimous vote, motion carried.
8. Review of Correspondence and Signing of Warrants- Motion to allow Mr. Mattison to sign Excess Weight Permits made by Mr. McKeever seconded by Mr. Zens. Motion carried.
9. Adjourn- Motion to adjourn made by Mr. Zens, second by Mr. McKeever meeting adjourned at 8:50 pm.