

**TOWN OF TUNBRIDGE  
SELECTBOARD MEETING**

**Tuesday, November 26th, 2019, 6:00pm**

Meeting called to order 6:05pm.

**Present:** Gary Mullen, Mike McPhetres, John O'Brien, Thomas Hoyt, Jillian Conner, Eve Ermer – Library, Brenda Field, William Bohnyak – Orange County Sheriff, Rebecca Hoyt – Treasurer

**Update from Road Foreman**

Rodney Hoyt, Foreman, was unavailable to attend the meeting. Thomas Hoyt, of the road crew, attended to discuss the personnel policy. He also gave a brief update on road business: all sand for the winter has been completely stockpiled at the garage and the remaining spring mud season gravel will be at the garage by the end of the week.

In Hoyt's opinion, compensation time, which was inexplicably removed from the town's personnel policy, is a way for him to fill in hours here and there when he has a two hour appointment or something of the like. Compensation time allows employees to 'opt out' of the overtime rate for overtime hours and instead put that time into a bank for later paid time off use, at the employees regular rate.

The Board asked Conner to add the compensation time section back into the personnel policy, allowing up to 40 hours to be banked per year, with no roll over of unused time into the following year.

Conner also asked about the Vacation Leave policy and whether or not it applied to her. She has worked as an employee for the town since October 2018, but became Town Clerk, an 'elected' position, in July 2019. She was unsure if she was eligible for paid vacation time. The Board responded that in her capacity as Administrative Assistant, employed for one year now, she is eligible for 20 hours of paid vacation time. But because the position of Town Clerk is an elected position instead of hired, the personnel policy doesn't apply to her in that capacity. The Town Clerk can set their own hours and be paid for whatever was agreed to. Conner will try to find some clarification with VLCT.

**Library Budget**

Eve Ermer, Library Trustee, joined the meeting to present the Library's budget for FY20/21. The budget is staying largely the same as recent years, but with a 2.6% increase to be raised from taxes, which equates to about a \$2,000 increase. The Trustees have also decided to, moving forward, dedicate the Friends of the Tunbridge Library contributions to special projects.

McPhetres motioned to accept the proposed library budget for the ensuing year. O'Brien seconded.

**Sheriff William Bohnyak**

Sheriff William Bohnyak of the Orange County Sheriff's Dept. joined the meeting to discuss the Town's contract. Currently the Town has a \$6,000 annual contract with the department. That amount

covers roughly three hours per week of active patrolling in Tunbridge. Mullen asked if they increased the contract to \$12,000 if that would give the town roughly six hours of patrol time each week, Bohnyak replied yes.

Bohnyak wanted to remind everyone that in emergency situations, folks should be dialing 911, not the number to the County Sheriff. Tunbridge's constables are absolutely welcome to call the County Sheriff for help.

Mullen told Bohnyak that he is concerned about the Sheriff's Dept's lack of communication and follow through. He mentioned one of the dispatchers who answers the phone at the Sheriff's Dept. is routinely not very helpful, which leaves folks with concerns feeling like they are not heard and won't be helped. Bohnyak acknowledged this sentiment.

### **School Emergency Management Point Person**

Brenda Field, town Emergency Management Director came to the meeting to ask McPhetres if he would be the Tunbridge Selectboard "point person" in the effort to write an emergency plan for the Tunbridge School. Field has been working on this plan for a decade, through which there have been seven different principals at the school. McPhetres agreed to attend meetings and help move the process along.

### **Budgeting**

Rebecca Hoyt, Treasurer, joined the meeting to help the Board begin the budgeting process. Nothing was decided, just discussion about the big jump in health insurance cost, which will be increasing by \$12,000 next year, and a dip in Current Use income from the State.

### **Other Business**

McPhetres motioned to accept Eli Child's remaining bids for shoveling and plowing of the Town Buildings for the 2019/2020 winter season. O'Brien seconded.

Orders, warrants and minutes signed.

McPhetres motioned to adjourn at 9:25pm. O'Brien seconded. So moved.

### **STANDING SELECTBOARD/ COMMITTEE MEETINGS SCHEDULE 1st Meeting of the Month:**

Cemetery Commission: April and August  
Planning Commission: April, August, and November  
Trustees of Public Funds: February and June  
Recreation Commission: January, April, July and October  
Listers: May and November  
Auditors: September and November  
Library Directors: October

/s/ \_\_\_\_\_  
Gary Mullen, Chair

/s/ \_\_\_\_\_

Mike McPhetres, Vice Chair

/s/ \_\_\_\_\_  
John O'Brien, Clerk