

**TOWN OF FAIR HAVEN
SELECT BOARD
WATER AND SEWER COMMISSIONERS
LIQUOR COMMISSIONERS—CEMETERY COMMISSIONERS**

**SPECIAL MEETING OF THE SELECT BOARD
APRIL 14, 2010**

Members Present: Ron Adams, Ray Bunker, Julie Ellis, Jeff Sheldon, Claire Stanley

Others Present: Jane Ellis, Jack Eaton, Chief Wm. Humphries, Serena Williams, Karen Close, Debi Bailey, Neil Robinson, Larry Hughes

CALL TO ORDER

The April 14, 2010 Special Meeting of the Fair Haven Select Board was called to order at 7 p.m. by Chair Ron Adams.

BUSINESS

Recreation Summer & Youth League Hand Book Approval: The Chair stated the Recreation Committee had asked to be on the agenda for the purpose of having the Handbook approved. The Select Board met with the Recreation Committee last week and reviewed the Handbook. Jeff Sheldon made a motion to approve the Recreation Summer and Youth League Handbook. Second by Claire Stanley. The motion carried with a 5-0 vote.

Executive Session: Personnel Evaluations and Contracts: At 7:03 p.m. Julie Ellis made a motion to go into Executive Session with the Police Chief Bill Humphries, Supt. of Public Works Jack Eaton and Town Manager Serena Williams to discuss evaluations and contracts. Second by Ray Bunker. Ray Bunker and Ron Adams each shared information regarding the rules of Executive Sessions.

Ray Bunker made a motion to come out of Executive Session at 9:02 p.m. Second by Julie Ellis. The motion carried with a 5-0 vote.

Claire Stanley made a motion to approve a three year contract with Chief Humphries beginning July 1, 2010 and ending June 30, 2013 at a salary of \$51,850. Second by Julie Ellis. The motion carried with a 5-0 vote.

Claire Stanley made a motion to offer a three contract to Jack Eaton, Supt of Public Works, effective July 1, 2010 to June 30, 2013 at a salary of \$46,443 for dates July 1, 2010 through June 30, 2011. Second by Jeff Sheldon. It was explained the salaries are negotiated on a yearly basis. The Chair explained the salaries all have a 3.82% increase, which is the same as the amount in the Union contract. There was considerable discussion on the raise process, mainly considering the raise in light of economic circumstances. It was also pointed out there is now an evaluation process in place and employees will receive a semi-annual evaluation. Members of "the public" openly expressed dismay over the fact never before have employees been subject to evaluation.

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The motion carried with a 3-2 vote. Adams, Stanley and Sheldon voting in favor; Bunker and Ellis opposing.

Claire Stanley made a motion for Serena Williams, Town Manager, to receive a salary of \$57,610 from July 1, 2010 to June 30, 2011. Second by Julie Ellis. The Chair noted a recent advertisement in the Rutland Herald where the town of Milton was looking for a Town Manager at a starting salary of \$75,000. Williams is now in the second year of her three year contract. The motion carried with a 5-0 vote.

Discussion followed on how the evaluation forms were created, what was included in them and there was expressed amazement over the fact there had been no approved job descriptions nor formal evaluation of employees.

ADJOURNMENT

Claire Stanley made a motion to adjourn at 9:25 p.m. Second by Jeff Sheldon. The meeting was adjourned.

Respectfully submitted
Wilma B. DeSpain

Claire Stanley, Clerk