

TOWN OF BENNINGTON

BOARD OF SELECTMEN

Minutes of the Meeting – March 7, 2016

Selectmen James Cleary, Steven Osienski and Jeffrey Rose were present as well as Administrator Denise French. The meeting was called to order at 6:08 p.m.

Town Clerk Debra Belcher was present by invitation; the following matters were discussed:

- Changes to the traditional Rabies Clinic plans – Deb reported her change in vendor due to repeated noncommittal of dates. She assured the Board that the new vendor was covered by Professional Liability Insurance. It was agreed that the interior of Town Hall is off-limits to the various animals attending the Clinic. The Clerk chose Town Hall as the new location to enable dog owners the opportunity to register their pet/s after the inoculation; 2016 is the first year the dog registration program is computerized.
- Shared office space – briefly discussed the need to enhance shared office space. The matter will be revisited when the Selectmen undertake their spring inspections of Town buildings.
- “One-Check Town” – Deb reported that the Treasurer wants to establish the necessary State-affiliated account at Peoples United Bank in Peterborough which would alleviate additional responsibilities. The Administrator will explore available options which would eliminate the need to deliver three deposits per week to Peterborough – which will undoubtedly increase wages and mileage reimbursement. The One-Check status is required by the State before they will authorize the Town Clerk to accept credit/debit cards.
- Deputy Town Clerk schedule – Although the Selectmen’s December 1, 2015 Minutes clearly capture the joint decision made that the incoming Deputy will be responsible for working Tuesdays and Thursdays and the Assistant will continue to work the Saturday hours, the Clerk has altered the work schedule to balance out the hours between the Deputy and the Assistant. Deb reported an issue with the Deputy not having sign-in authority with DMV until she completes training. It is the Selectmen’s understanding that the Deputy is actively engaged in a certification class this week and should be State certified at week’s end. Deb reported that the Deputy has achieved Fish & Game certification. The work schedule will be revisited upon the completion of the Deputy’s training.
- Paid delivery of an Absentee Ballot – Deb reported receiving a late request from a citizen’s family that their loved one was in a nursing home and wanted to participate in the March 8th election. The associated cost to accommodate the late request was 1.75 hours worked and reimbursement for 38 miles traveled.

After the Town Clerk’s departure the Selectmen continued discussion on the need to accelerate the Deputy’s on-the-job training. The Board confirmed their prior vote that the Deputy will work every Tuesday and Thursday; even if it results in three employees working the Thursday shift while training is ongoing. The Selectmen will monitor progress ahead of the Clerk’s impending April vacation.

Police Chief Bret Sullivan introduced his newest Part-Time Officer, Vint Boggis. Chairman James Cleary administered the Oath of Office which had been signed by the Selectmen earlier in the evening. Vint was warmly welcomed by the Board and Administrator.

Board of Selectmen Minutes – March 7, 2016

The Selectmen took action on the following matters:

- Reviewed and approved the Selectmen’s March 2, 2016 Minutes.
- Reviewed courtesy copies of the March 2nd Energy Committee Minutes and January 28th and February 18, 2016 Conservation Commission Minutes.
- Reviewed and approved the Fire Department Attendance Policy, as amended by Town Counsel.
- Agreed that, through the accounting software conversion, that benefits and payroll costs should be reflected within each respective Department. Line-items are being restructured and many moved; i.e. heat; utilities will be moved from individual Departments to General Government Buildings. Costs which are specific to the operation of each Department will be the new norm moving forward.
- Signed an Elderly & Disabled Tax Lien for M10/L61.

The meeting adjourned at 7:58 p.m.

Respectfully submitted by,

Denise French
Administrator