

**WOODSTOCK SELECT BOARD
BOARD OF VILLAGE TRUSTEES
February 7, 2020
8:15AM
Woodstock Town Hall
SPECIAL JOINT MEETING
Draft Minutes**

Draft Subject to approval

Present: Mary Riley, Jill Davies, Ray Bourgeois, John Doten, Village Trustees Chair Jeffrey Kahn, Cary Agin, Keri Cole, Frank Heald, Nikki Nourse, Police Chief Robbie Blish, Fire Chief David Green, Zoie Parent, Beth Fish, Michael Brands, Lynn Beach, Jennifer Raymond, Wayland Lord, Tim Lynds, Elijah Lemieux, Carol Wood, Trena Tolliver, Charlie Degener

I. CALL TO ORDER

- a. Select Board Acting Chair Mary Riley called the February 7, 2020 Joint Meeting with the Village Trustees to order at 8:15am
- b. Village Trustees Chair Jeffrey Kahn called the February 7, 2020 Joint Meeting with the Select Board to order at 8:15am

II. ANNOUNCEMENT

- a. Ms. Riley thanked everyone for coming. She announced the Select Board along with the Trustees are going into an executive session shortly. They have not had a chance to discuss the personnel policy together. This draft policy has taken a lot of time to complete. Ms. Riley stated she had only received the policy last week herself. However, all have received it now and this is their chance to discuss it. Ms. Riley does not believe that there will be a motion made, or any votes taken today. If a vote is to be made, she will make sure to locate employees to be present. Ms. Riley stated there will most likely be another meeting soon to further discuss the policy. Questions are welcome regarding it. Ms. Riley stated the executive session is to discuss what will be brought to the employees.

III. EXECUTIVE SESSION

- a. Discussion of Personnel Policy

Motion: by Mr. Bourgeois to move into executive session to discuss the Personnel Policy at 8:20am.

Seconded: by Ms. Davies

Discussion: None

Vote: 4-0-0

Motion: by Mr. Agin to move into executive session to discuss the Personnel Policy at 8:20am.

Seconded: by Ms. Cole

Discussion: Mr. Brands stated that the employees should be involved in the discussion of changes with the personnel policy.

Ms. Riley agreed. She stated that this was only done with a committee of two who were working with Frank Heald. Ms. Riley stated that the proposed changes will be discussed with all departments.

Chair Kahn stated that they will not take action without the input from employees.

Vote: 3-0-0

Motion: by Mr. Bourgeois to move out of executive session and resume the public meeting at 9:52am.

Seconded: by Ms. Davies

Discussion: None

Vote: 4-0-0

Motion: by Mr. Agin to move out of executive session and resume the public meeting at 9:52am.

Seconded: by Ms. Cole

Discussion: None

Vote: 3-0-0

IV. OTHER BUSINESS

a. Reconvened at 9:55am to discuss further.

- i. Ms. Riley stated that they have not formally adopted anything. They have made some changes. They hope to have the draft personnel policy done before Town Meeting Day on February 29, 2020
- ii. Ms. Davies stated that the draft copy is getting input from legal. They are hoping to have a final draft by February 11. This copy will be distributed to all employees. On February 18, 2020 there will be a meeting and all employees are invited. This will be an opportunity for employees to share their input or concerns. On February 20, 2020 there will be another joint meeting between the Select Board and the Trustees, and they will hopefully adopt the draft policy at this meeting.
- iii. Ms. Parent asked why the new manager is not being involved in these discussions with the policy. She feels it is being rushed at this point.
- iv. Ms. Davies said that they could give the new manager, Mr. Kerbin a draft of the personnel policy as well so he can share his input
- v. Ms. Parent asked if there is pushback will the changes still go into effect on the February 20th meeting?
- vi. Ms. Davies stated the Boards would like it to be adopted by Town Meeting. Citizens were concerned about the sick leave payouts and their affect on the budget. It is the hope to have it finalized by the 20th.
- vii. Ms. Riley stated there were many talking about the large payouts and would like to present it to the Town that changes have been made.

V. ADJOURNMENT

a. Select Board

Motion: by Mr. Bourgeois to adjourn the Select Board portion of the Joint Meeting at 10:10am.

Seconded: by Ms. Davies

Discussion: None

Vote: 4-0-0, passed.

b. Village Trustees

Motion: by Ms. Cole to adjourn the Village Trustees portion of the Joint Meeting at 10:10am.

Seconded: by Chair Kahn

Discussion: None

Vote: 2-0-0, not an official vote. Mr. Agin left after the executive session.

