

DRAFT

**Leyden Selectboard
Leyden Town Hall
Regular Session Minutes
February 5, 2018**

Selectboard Members Present: Lance Fritz, Bill Glabach, Jeff Neipp

Others Present: Tracey Baronas, Town Accountant

Meeting Called to Order at 7:03 P.M.

Vendor Warrant 17 and Payroll Warrant 16 were reviewed and signed.

Minutes:

MOVED: Jeff moved to accept the minutes of 1/8/18, 1/17/18 and 1/29/18 as written. Seconded. Passed unanimously.

Appointments to ZBA: Following discussion, appointments were tabled until confirmation of expiration of term dates and resignation status could be verified. To be revisited at the 2/12/18 meeting.

Highway Superintendent Pay Structure: Discussion was had regarding changing the superintendent pay structure from hourly to salaried. It was noted that retirement benefits are not calculated on overtime pay, only regular hours. Currently the position is budgeted for 2080 hours at straight time, and 200 hours of overtime from winter expense. The proposal is to budget all of the compensation as regular highway wages, with no overtime pay for the superintendent.

MOVED: Jeff moved to designate the compensation for the superintendent to salaried instead of hourly beginning 7/1/18, pending appropriation approval at the May town meeting. Seconded. Passed unanimously.

Fire Station Repairs Proposal: The fire station was damaged on 1/5/18 as a result of a fire truck striking it while exiting the building. The building was inspected by the local building inspector as well as the claims examiner from the insurance company. Permission to waive the required advertising time per procurement guidelines was waived by the state on 1/17/18. Bids were requested from Cooke and Jones (declined to bid the project), Mowry and Schmidt (no response) and R. G. Penfield & Sons who bid \$18,225 for the repair. The insurance company has tentatively allowed \$16,964.77 on the temporary and permanent repairs but some negotiation is ongoing. The Board reviewed the various documents.

MOVED: Jeff moved to accept the bid of \$18,225 from R.G. Penfield for the fire station repair. Seconded. Passed unanimously and signed.

Jeff will contact Penfield and Chief Muka. The work will begin this week.

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FY19 Budget Process: Lance indicated that department heads are beginning to get their budgets in, and second notices have been sent. The departmental meetings will begin in March.

Sign Tax Collector Software Support Contract: The Board reviewed and signed a contract for tax collector support.

Meeting of 2/12/18:

Agenda items include Broadband update with Bob Ryan, ZBA appointments, Request for Proposal process information regarding solar and property appraisal.

Meeting Adjourned 7:50 P.M.

Respectfully submitted,
Tracey Baronas
Town Accountant

Items Available for Review During the Meeting:

Warrants

R.G. Penfield Proposal

Worley Claims Services Estimate of Insurance Claim

Tax Collector Software Support Contract

Minutes 1/7, 1/8 and 1/17/18