

Minutes
Williamsburg Board of Selectmen
February 19, 2020

The members of the Board of Selectmen met in special session on Tuesday, February 19, 2020, at the town office. Clerk William Sayre called the meeting to order at 1:32 p.m.

Present: William Sayre and David Mathers

Absent: Denise Banister

Also present: Charlene Nardi (Town Administrator), Eleanor Warnock (Administrative Assistant)

1. Personnel – Highway Superintendent – Since the Board knew there was at least one strong internal candidate in the Highway Department, they did not feel the need to do an external search. Town Administrator Charlene Nardi said that there were then two possible processes, to promote from within (one candidate) or to advertise internally (for multiple candidates). As only one person expressed interest, **motion** was made and seconded (DM/WS) to promote from within. **So voted** (2-0). The Board would like to offer the job at the current Highway Superintendent salary. Vacation will be according to the personnel policy. After a discussion of overtime, blended rate, comp time, flex time, salaried and hourly employees, **motion** was made and seconded (DM/WS) to appoint Dan Banister as Highway Superintendent, at a salary of \$65,242, all benefits according to the personnel policy (using his 2017 hiring date), effective the pay week starting February 23, 2020, for a term to expire June 30, 2020, with compensation for snow plowing to be discussed. **So voted** (2-0). The Board felt that he has been in the job and has essentially served a probationary period, so no further probationary period is needed. Board members commented that they are extremely pleased with the job he has been doing.

Documents used

Personnel policy

Department head contract

Adjourned at 2:16 p.m.

Approved:

Clerk