

## Minutes of the Special Select Board Meeting, April 4, 2018

Howard Bronstein, Winton Pitcoff, and Hilary Weeks were present. The meeting was called to order at 9:00 a.m.

### Interview

The Board conducted an interview with Joellen Earl, GovHRUSA, for the Wage and Salary Classification Plan/Policy and Procedures Manual to be funded by the Community Compact Grant. Finance Committee Chair Lew Robbins was also in attendance. Anticipated processes and procedures to accomplish updated job descriptions, wages and salary ranges, and the development of an updated employee manual were discussed.

At the close of the interview the Board reviewed the qualifications and discussions of both applicants, GovHRUSA and D. I. Jacobs. Winton moved to hire Don Jacobs, D. I. Jacobs to compile a Wage and Salary Classification Plan. Job descriptions, and a Policy and Procedures Manual for Plainfield. The motion, seconded by Hilary, was unanimously approved. Winton will follow up with both applicants.

### Other Business

The Board acknowledged the following fire department promotions: Lt. Matt Hardwick has been promoted to Captain; Duane Meehan has been promoted to Captain and Training Officer. The accomplishments of both officers is very much appreciated as is the dedication of every firefighter/EMT associated with the Plainfield Fire Department.

Howard provided an update on the South Central Street property. Building Commissioner Gerald Garner has given E. And A. Kohn until May 1, 2018 to begin taking down the Quonset hut illegally erected on their property. All the vehicles and livestock will also be removed. Howard has contacted town counsel regarding this matter.

According to Winton's most recent conversation with Chris Roos who has plans to grow recreational marijuana on his 27 Broom Street property, a letter in support of the proposed project from the Select Board will be required in the near future. Chris Roos will be in attendance at the April 24, 2018 Select Board meeting.

Winton is researching information on adopting a 3% local tax on the sale of recreational marijuana.

Per Kimberly Longey's suggestion at the March 27<sup>th</sup> meeting, Winton moved to encourage Kimberly to pay the MLP manager and assistant manager \$2,000 each for time spent furthering the development of broadband for Plainfield. The motion, seconded by Hilary, was unanimously approved.

Lew Robbins, Finance Committee Chair, noted the Finance plans to discuss the proposed increase for Board of Health members for FY'19 suggesting incorporating that discussion in the Wage and Salary Classification Plan.

The Board will leave the decision as to whether the Town Hall upstairs can be used for Annual Town Meeting on May 5<sup>th</sup> up to the Buildings Committee.

Warrants were signed.

The meeting adjourned at 10:55 a.m.

Respectfully submitted,

Paula J. King  
Administrative Secretary