

PRELIMINARY MINUTES

SELECT BOARD, VILLAGE TRUSTEES AND WATER COMMISSION

LUDLOW, VERMONT

SPECIAL JOINT COMMITTEE MEETING

TUESDAY, FEBRUARY 21, 2023

HOWARD BARTON, JR. CONFERENCE ROOM

6:00 PM

SELECT BOARD MEMBERS PRESENT:

Bruce Schmidt, Chairman Brett Sanderson, Vice-Chair Robert Brandt
Scott Baitz Justin Hyjek

VILLAGE TRUSTEES MEMBERS PRESENT:

David Rose, Chairman Robert Brandt

WATER COMMISSION MEMBERS PRESENT:

David Rose, Chairman Ronald Bixby Jacqueline Geer

STAFF PRESENT:

Scott Murphy

OTHERS PRESENT:

None

AGENDA

1. CALL TO ORDER:

- A. Select Board Members, Village Trustees, and Water Commission called the meeting to order at 6:00 p.m.
- B. Bruce Schmidt informed the Select Board that he would be turning over the Chairmanship for the Meeting to Brett Sanderson as Vice-Chairman.

2. MUNICIPAL MANAGER POSITION AND TRANSITION PROCESS:

- A. Dave Rose said he had reached out to Frank Heald and he was not available to help the Town/Village/Water Commissioners as the interim Town Manager.
- B. Bruce Schmidt spoke about conversation with Abby at VLCT concerning their ability to be part of the search. They would not be available until March 23. They gave some other names for the boards to reach out to.
- C. Dave Rose asked about next step.
- D. Group discussed another interim and different names came up to be reached out to.

- E. Group discussed reaching out to another company such as Municipal Resources Inc. Discussed using an interim that they hire for the Town/Village/Water Commissioners.
- F. Justin Hyjek asked about how broad a reach there would be.
- G. Brett Sanderson suggested that we begin to get the ad out. Justin spoke of using Indeed but it was felt that there would be too many unqualified.
- H. Scott Baitz asked if there was anyone local or from within the existing staff who could manage as an interim.
- I. Group agreed that members would get to Scott Murphy any changes they felt were important to be considered for the Job Description and for the Help Wanted Ad.
- J. Group discussed job description and spoke about changes that might be considered such as working closer with the school.

3. **POSSIBLE EXECUTIVE SESSION TO DISCUSS CONTRACT:**

- 1. **Motion by the Select Board to go into Executive Session to discuss contracts and personnel and to invite in Scott Murphy. Motion made by Scott Baitz, Second by Robert Brandt. Motion passed unanimously.**
- 2. **Motion by the Village Trustees to go into Executive Session to discuss contracts and personnel and to invite in Scott Murphy. Motion made by Robert Brandt. Second by David Rose. Motion passed unanimously.**
- 3. **Motion by the Water Commissioners to go into Executive Session to discuss contracts and personnel and to invite in Scott Murphy. Motion made by Ronald Bixby. Second by Jacqueline Geer. Motion passed unanimously.**
- 4. Boards went into Executive Session at 6:32 pm.
- 5. Board came out of Executive Session at 6:46 pm.
- 6. Boards agreed to have Job Description and Advertisement changes to Scott Murphy by Thursday, February 23rd.
- 7. Boards agreed that Ads would be run beginning Monday, February 27, 2023.
- 8. Boards asked Scott Murphy what his last day of employment would be and it was agreed upon that it would be Friday, March 10, 2023.
- 9. **Motion by the Select Board to go into executive session to discuss personnel and to invite in Scott Murphy. Motion made by Justin Hyjek. Second by Robert Brandt. Motion passed unanimously.**
- 10. **Motion by the Village Trustees to go into executive session to discuss personnel and to invite in Scott Murphy. Motion made by David Rose. Second by Robert Brandt. Motion passed unanimously.**
- 11. **Motion by the Water Commissioners to go into executive session to discuss personnel and to invite in Scott Murphy. Motion made by Ronald Bixby. Second by Jacqueline Geer. Motion passed unanimously.**
- 12. Boards went into Executive Session 6:59 pm.
- 13. Boards came out of Executive Session 7:10 pm.

4. **ADJOURN:**
- aa. **Motion by Select Board to Adjourn. Motion made by Justin Hyjek, Second by Scott Baitz. Motion passed unanimously.**
 - bb. **Motion by Village Trustees to Adjourn. Motion made by David Rose. Second by Robert Brandt. Motion passed unanimously.**
 - cc. **Motion by Water Commissioners to Adjourn. Motion made by Ronald Bixby. Second by Jacqueline Geer. Motion passed unanimously.**
 - dd. Meeting Adjourned at 7:14 pm.

Respectfully submitted,

Bruce Schmidt

SELECT BOARD

Bruce Schmidt, Chairman

Brett Sanderson, Vice-Chair

Scott Baitz

Justin Hyjek

Robert Brandt

VILLAGE TRUSTEES

David Rose, Chairman of Trustees

Earl Washburn, Trustee

Robert Brandt, Trustee

WATER COMMISSION

David Rose, Chairman of Water Commission

Ronald Bixby, Water Commissioner

Jacqueline Geer, Water Commissioner