

BOARD OF WATER COMMISSIONERS MEETING MINUTES

January 17, 2016 AT THE WATER DEPARTMENT OFFICE.

PRESENT WERE: Board of Water Commissioners: Chairman David Jones, Commissioner Bassett and Commissioner Stephen Whitmore. Also present: Superintendent Thomas Rooney, Senior Operator Tivey, and Collector Vermette.

- Meeting called to order at 3:00 P.M.

Serviceperson 1

The Board reviewed the applicants for the Serviceperson 1 vacancy. Superintendent Rooney reported that there were four applicants. He informed that Board that only two of the applicants had the required qualifications. He went on to inform the Board that the two qualified applicants, Adam Curtis and Chuck Wood, were interviewed by Chairman Jones, Superintendent Rooney, Senior Operator Tivey, and Collector Vermette. Commissioner Whitmore asked Collector Vermette to discuss her opinion of the candidates. Chairman Jones asked Senior Operator Tivey to discuss his opinion of the candidates. Both Ms. Vermette and Mr. Tivey stated that they preferred the second candidate Charles Wood.

Commissioner Whitmore asked if there were any applicants from the protected category, i.e. minorities. Superintendent Rooney responded that there was one candidate that had an ethnic background, but the candidate did not have any Drinking Water Licenses. Commissioner Whitmore asked how many applicants there was in total? Superintendent Rooney replied that a total of four candidates. Commissioner Bassett asked Mr. Tivey to explain what would be done to familiarize the new hire with the District? Mr. Tivey responded that the new hire would ride with him for the first month of their employment. Commissioner Bassett expressed her desire that the new staff members be kept productive. Senior Operator Tivey responded that he intended to keep the staff busy. He also informed the Board that Scott Heaslip passed his Distribution 1 Grade License Exam.

Commissioner Whitmore and Commissioner Bassett stated their desire to be more involved in the hiring process in the future, and that the process be more transparent in the future. Chairman Jones responded that the time pressure to fill the position due to the Superintendent's planned absence, and the failure to post the interviews as a public meeting caused the difficulty. He also stated that he had consulted with the other Board members regarding the interview, and that he did not intend to exclude their participation.

Chairman Jones asked for a motion to approve the selection of Charles Wood. Commissioner Whitmore **motioned** to approve the hiring of Charles Wood to the position of Serviceperson 1, **seconded** by Commissioner Bassett. The **motion passed unanimously.**

The Board discussed the compensation for Mr. Wood. Commissioner Whitmore stated his feeling that there be a clear differential between the Serviceperson 1 position and the Senior Operator Position. Commissioner Bassett stated her opinion that there should be no pay increases until the employee had been employed for year. Commissioner Whitmore stated that the candidate should not be given a pay raise until there is a one year performance review.

Other items not reasonably anticipated by the Board

There being no further business, Chairman Jones asked for a motion to adjourn the meeting. Commissioner Whitmore **motioned** to adjourn the meeting, **seconded** by Commissioner Bassett. The **motion passed unanimously.** The meeting adjourned at 4:18 p.m.

Respectfully Submitted,
Thomas Rooney