

Franklin County NRCD Board of Supervisors Meeting Minutes

January 6, 2021

In attendance: Richard Noel (Chair), Jeannie Bartlett (Manager, outgoing), Lauren Weston (incoming Manager), Katherine Helmer (ECO Americorps Cons Tech.), Brodie Haenke (Cons. Specialist), Eileen Trudell (Secretary), Phil Parent (Vice Chair)

Conducted via teleconference.

Minutes recorded by Jeannie Bartlett, Katherine Helmer & Brodie Haenke

Minutes:

10:26 Meeting called to order.

10:29 Review of minutes from 6/18 and 10/22. Eileen makes a motion to approve the minutes from 6/18/20, motion carries.

10:34 Discussion of balance sheet.

10:38 Budget revision. Profit and loss margins per month discussed. No further revisions or changes made. Budget revision approved.

10:46 Phil makes motion to approve the Financial Policy as revised. Eileen seconds and the motion is carried.

10:47 Eileen makes a motion to approve the Trees for Streams contract, motion carries. Phil makes a motion to approve the VACD RCPP contract, motion carries.

10:48 Discussion of officers. Reluctance to volunteer Molly for an officer role when she isn't present. Eileen makes a motion to continue the current officer roles as-is, motion carries.

Jeannie, Lauren and Richard will be working on Board recruitment. Discussion that if there could be a cushion in terms of attendance, that would be helpful. Richard added Deanna Benjamin (Mike Benjamin's wife), Jonathan Gates, Melissa Davis, Jack Brigham, Darlene Reynolds, Winn Paradee to list of prospects.

10:57 Discussion of draft personnel policy. Creates a structure for how wages and raises are considered and what benefits are offered. Phil makes a motion to approve, Eileen seconds, motion carries.

11:01 Discussion of wages. Board approves wage raise for Jeannie to \$22.00/hr. Cost of Living adjustments were pre-approved and should be automatic.

11:03 Discussion of end-of-year bonuses for Jeannie, Brodie and Katherine. Funds would come out of money saved on supervisor per diems. Phil asked if there are pandemic relief monies available to the District. Eileen makes a motion to approve holiday bonuses for staff.

11:06 Discussion of Lauren's orientation and transition. Agreement that people would like to meet in person. Could be in one of the Board members' shops, or in a town garage. Agreement that one-on-one meetings at the supervisors' homes/farms would likely work best.

11:15 Next meeting set for February 10th 9:30 am either via Zoom or phone.

11:22 Meeting adjourned.