

NOTICE
Town of Lowell
SELECT BOARD MEETING
THE LOWELL SELECTBOARD WILL MEET ON
Tuesday November 7, 2023 AT 5:30 P.M.
AT THE TOWN OFFICE BUILDING.

AGENDA:

- **ADDITIONS & DELETIONS**
- **SIGN ORDERS**
- **REVIEW MINUTES FROM OCTOBER 24, 2023**
- **DISCUSS POSSIBLE HIRE FOR ASSIST. CLERK/TREASURER**
- **EXTRA PRINTER FOR OFFICE**
- **OTHER BUSINESS**

SELECTBOARD:

Darren Pion-Chm.
Wayne Richardson
Jennifer Blay

MINUTES
SELECTBOARD MEETING
TOWN OF LOWELL
Meeting held on November 7, 2023.

Board members present:

Wayne Richardson, Jennifer Blay

Christy Pion- Clerk/Asst. Treasurer/Selectboard Clerk

Calvin Allen-Road Commissioner

The meeting was called to order at 5:22 p.m.

Additions and Deletions:

- None

Minutes from October 24, 2023:

- Minutes from October 24, 2023 were approved and signed by the board.

Sign Orders:

- The Board reviewed the financials for the Treasurer. They were approved and signed.

Discussion possible hire for Assist. Clerk/Treasurer:

- Prior to the selectboard meeting the Board members, Clerk, and Treasurer conducted an interview with Marie Busch. She had sent in her resume beforehand for us to review. After reviewing the resume, the Board requested Marie come in at 5:00 pm before the meeting to interview for the job. After the interview was over the Board dismissed Marie to discuss the interview during the regularly scheduled meeting. The Board asked Christy and Becky for their thoughts of hiring her. Both Becky and Christy felt that they would like to give her a chance and have her do a 6-week trial period to make sure she and the office staff feel Marie is a good fit. The Board discussed trial pay for that time period to be \$17.30/hr. They will discuss a higher pay when and if Marie decides to stay. Marie hours in the office will be set at 9 am to 4 pm Monday through Thursday. If more hours are needed it will be discussed after the trial period is over. Jenn and Christy will be conducting a second interview with Marie on November 8, 2023 at 3:30 pm to discuss whether she wants to take the job with what the Selectboard is offering.

Other Business:

- The Board Discussed Cheryl Clarke’s Pay during the meeting and decided that she should have a pay increase to \$17.30 an hour to compensate for the cost of living. This increase will go into effect in December 2023’s first paycheck.
- Update on town sign: Wayne updated the other Board members that he may be able to get base anchors donated for holding the sign. He will update when he knows for sure.
- The Board and Road Commissioner discussed the slow progress of the rte. 58 bridge project. Wayne will reaching out to GPI for updates on this project.
- Calvin asked the Board to check into a gate that is preventing another landowner from accessing his own property. The Board will be drafting a letter to be sent to the Landowner who put the gate up.
- The Board will be having a sight visit on Stewart road on Monday November 13, 2023, at 4 pm.

Extra Printer for office:

- The Board discussed the pros and cons of a second printer. The Board would like to check in to paying for the printer in full rather than leasing it. And how much the cost would be for the maintenance contract to go with the current one we have with Cannon Solutions.

Board Warrants:

➤ General Order # 33	\$	24,309.41
➤ General Order # 34	\$	4,077.20
➤ Payroll Order # 23	\$	6,027.24
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	\$	34,413.85

Signed by the Board for the Treasurer to draw checks totaling -
Meeting adjourned at 6:56 P.M.

Respectfully submitted by Christy M. Pion

Next meeting date: November 21, 2023 at the Town Office Building.

Darren Pion-Chair

Christy M. Pion-Selectboard Clerk

Wayne Richardson-Select Person

Jennifer Blay-Select Person