

**SELECTBOARD MEETING**  
**May 21, 2009**

Present:       John Quinn  
                  Dave Tilton

  Robert Bancroft  
  Nanette Rogers

The meeting was called to order by John Quinn at 7:00 p.m.

**PERSONNEL POLICY**

The Board would like to amend Article 16 to make the policy more equitable regarding contribution to health insurance. The Town will pay the annual premium for a single person policy and will contribute this same amount to employees who choose a two person or family plan, in which case, the employee will be responsible for the difference in premium.

**EVALUATION FORMS**

The Board agreed on annual performance evaluations conducted in the fall, prior to budget discussions beginning. They discussed the need for parameters of positions to assist them with the evaluations. A letter will be sent to all employees and elected officials requesting three or four evaluation parameters to be used. The Town Clerk will check with VLCT regarding the Board's ability to conduct performance evaluations on elected officials.

The Board decided to use a merged version of Jericho's and Georgia's performance evaluation forms.

**EMPLOYMENT APPLICATION**

Bob Bancroft made a motion to accept the draft employment application, seconded by Dave Tilton. Motion passed: 3-0.

**PROCEDURE POLICIES**

The Board would like to encourage all boards, commissions and elected officials to adopt procedure policies.

**ADJOURN**

Dave Tilton made a motion to adjourn, seconded by Bob Bancroft. Motion passed: 3-0.

The meeting adjourned at 8:45 p.m.

Respectfully Submitted,

John Quinn  
Selectboard Chair

Nanette Rogers  
Town Clerk