

**TOWN OF CHARLESTOWN
WATER COMMISSIONER MEETING
JANUARY 24, 2018**

Selectboard Present: Steven Neill; Thomas Cobb

Staff Present: Patricia Chaffee, Dave Duquette

Call To Order: Mr. Cobb called the meeting to order at 4:37pm

Mr. Cobb asked Mr. Duquette about concerns with the change in schedule. Mr. Duquette noted that some things need to be done prior to 7am, to help with efficiency.

There was discussions regarding some of the policies, and safety equipment. How chemical checks are done, etc.

Mr. Cobb noted that there is a schedule and the personnel need to work the scheduled hours. Any exempt-salaried employee is not legally allowed comp time, so any leave from the scheduled hours should be noted as time off.

Mr. Neill offered a possible change in schedule, Mr Duquette would go back to working 6am – 2:30pm and the other employees would continue to work 7am – 3:30pm. Mr. Cobb said that since the Chair of the Board was not present this would be discussed further and Mr. Duquette would be updated.

ADJOURNMENT:

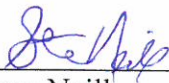
Mr. Neill moved to adjourn the meeting. Mr. Cobb seconded the meeting was adjourned at 5:45 PM.

Respectfully submitted,
Patricia Chaffee

(**Note:** These are unapproved Minutes. Any corrections will be found in the Minutes of the February 7, 2018, Selectboard meeting.)



Arthur Grenier



Steven Neill



Thomas Cobb