

I know the Selectboard will be trying to fill Gloria's administrative assistant position now that she has been elected Town Clerk for Ferrisburgh. This, along with the recent re-configuration of the Planning & Zoning office, presents an opportunity to save taxpayer money while also creating a more efficient workplace. The administrative assistant position is budgeted for \$37,000 in wages and over \$21,000 in benefits for the coming year. The opportunity exists for the Board to consider hiring a part-time assistant, possibly needing only 10-15 hours per week. Jeannine is capable of handling her combined full-time position of town planner and zoning administrator. Dean is able to handle the needs of the Selectboard well within his 40 hour work week (until recently, his job description included only 20 hours for Selectboard needs).

The Town Clerk's office is willing to take back the job of the 911 Coordinator and the town report (unless the auditors want to be in charge of that annual project). We are offering to increase our support to the Selectboard by assisting the Board with all of its financial reporting and budgeting needs, increasing the Board's financial understanding of all aspects of Town business so that all Board members are kept prepared and well-informed, with questions answered before their bi-weekly and annual meetings.

By not filling the administrative position with a full-time employee, the town saves tremendously in wages and benefits. I'm asking the board to take some time and consider this idea to slightly re-organize our Town offices in an effort to save money, increase efficiency and bring all of the departments back together, working as a team.