

ORDINANCE ADAPTED BY SELECTMEN OF PAWLET ON MARCH 2, 1983.

JOB DUTIES OF ROAD COMMISSIONER:

I

- A. Meets with Selectmen 1st Tuesday of each month to discuss:
 - 1-Summer maintenance of highways
 - a. Recommends maintenance and construction projects
 - b. Recommends parts and supplies needed for projects
 - 2-Problems with town highways
 - 3-Other recommendations and needs
- B. Repairs and Maintains Equipment
- C. Supervise road crew and projects discussed in A
- D. Keeps and oversees inventory of parts and supplies
- E. Makes recommendations for highway budget
- F. Assists in preparing Agency of Transportation reports, if necessary.
- G. Keeps time sheets for payment of road crew.

II

Reports to Board of Selectmen

III

Work Hours:

Mon-Fri- 8:00 to 12:00 and 1:00 to 4:00
On call for snow removal, sanding or other emergencies one evening per month. No overtime except in emergency.