

**Approved Minutes
BROOKLINE SELECTBOARD MEETING
December 21st, 2016 at 6:30 PM**

Action Summary:

- Approved the minutes for December 7th and 13th, 2016
- Voted to reimburse any substitute clerk recording the Minutes.
- Voted to removed the duplication of the Bonding of the Town Officials, to reduce the Bond cost to zero
- Approved Pay Orders totaling \$55,701.87

Present:

Board: Bernardine Hoard (Chair), Dorothy Maggio (Vice-chair), Bruce Mello, Gwen Tanza

Members of the Public: David Jones, Mark Bills, Somara Zwick, Guy Tanza (Videographer), Peter Barus (Recorder)

Call the meeting to order

The meeting was convened at 6:35 PM.

Any changes to the agenda

Approve minutes of the last meeting – December 7

Approve minutes of the Budget meeting – December 13

Ms. Tanza moved to approve the minutes for December 7th and 13th, 2016. Second by Mr. Mello. **All in Favor.**

Scheduled members of the Public

David Jones – WSWMD Recycle boxes

Mr. Jones discussed the recent vote to close the WSWMD, and the situation that the Towns now find themselves facing. He suggested that questions could be addressed at the meeting in January; a letter had gone to all Selectboards. The facility in Brattleboro will still take waste, at a cost, to be shipped elsewhere; the concern is that there will be a litter problem; Mr. Jones suggested that the Town research costs of hiring another service for single-stream recycling; a single stream facility in Rutland accepts a broader range of materials than had been accepted in Brattleboro, a potential benefit.

Mr. Mello discussed the relationship to what Newfane might do in response; Ms. Hoard suggested that most people are paying to have their household waste picked up; Ms. Maggio noted that the Town Meeting would have to deal with the fact that the recycling receptacles are going away, and to be ready with research on what is possible to replace this service.

Mr. Jones had spoken with Johanna Gardener (Newfane) and their response is yet to be determined; he discussed Putney and Townshend, which he noted are required by law to accept recyclables at their transfer station; and discussed the question of restricting use of the recycling receptacles to Brookline residents, and the possible opportunity to relocate them; the operation will not be less costly in any case. There was discussion of the impact on Budgets.

Mr. Jones noted that the recycling receptacles will be in place until June 30th, and then removed; the Assessment to the Town for the next Fiscal Year, even with this closure, involves about \$100,000.00 in facility shutdown costs. Sale or other disposal of the facilities has not been factored into the Town Budget for next year and it is not known how much might be recouped from the sale of materials, but that is expected to be returned to the Towns. The Assessment should be far less after that, but there are still services the WSWMD offers to the Towns beyond recycling, such as hazardous waste, trash and composting.

Mr. Mellow asked about the current activities at the facility in light of the closing. Mr. Jones observed that increased cost had been expected; surpluses are all but depleted by equipment costs, recycled material market fluctuations, etc. Some increased efficiency is expected. There was discussion of possible

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approaches to future needs in the District.

Mr. Jones asked how the Town goes about obtaining estimates from providers for the services that must be replaced. Bidding process was discussed. David Jones proposed that he would make informal exploratory contact with contractors; Ms. Hoard suggested putting this on the Agenda for the 18th and having Mr. Jones present, and candidates were considered.

Ms. Tanza asked about residential schedules for trash pickup; Ms. Maggio asked about the volume of paper, glass and aluminum; Mr. Jones has the data from the past year. He asked if the Selectboard would like to have Bob Spencer (Executive Director of WSWMD) attend the next meeting as an expert January 18th. This was encouraged.

Mr. Jones reported that the solar project is moving along positively, and there will be significant lease payments that may lower the Assessment; the CPG application has been submitted; Mr. Jones discussed the contractors, Sky Solar and Encore; Mr. Jones will do more research. Mr. Mello discussed the project with NewBrook and Sun Edison, which is in bankruptcy. Mr. Jones noted that WSWMD had experience with a different bankruptcy that ended well.

The Selectboard thanked Mr. Jones.

Unscheduled members of the Public (none)

Old Business

Vote to reduce Bond premium

Ms. Maggio moved “to remove the duplication of the Bonding of the Town Officials, to reduce the Bond cost to zero.” Second by Ms. Tanza. **All in Favor.**

SLDC emergency repair

Mr. Tanza reported that on Monday, December 12th, a burst pipe to the air exchanger required the services of Philp Ashby; Mr. Noga and Mr. Tanza cleaned up the site and repaired insulation, lighting, etc. An expansion tank was replaced by Seth Steward; a port was left open to the attic, and the heat will be left on lower than 58 degrees when the building is not occupied. Mr. Mello discussed the thermostats affixed to the duct work, suggesting that perhaps the air is moving too fast for the heat exchanger; Pete Noble was not supposed to fix that. Mr. Tanza discussed the system, noting that it has been declared fully functional. Mr. Mello suggested that it is not acceptable to have the Selectboard on call. Mr. Tanza suggested a property manager or custodian be considered in the new year; prompt action saved the Town money. Procedures for emergency repair calls were discussed.

Budget review

Ms. Zwick provided Balance Sheets (1 and 2) and will email an updated version of the Highway Fund. She cited sufficiency to cover the \$30,000.00 requested for the Salt Shed, noting that there is also a deficit of \$44,000.00 to fund, largely attributable to legal fees, and discussed accounting requirements for dealing with this. There was discussion of accrual accounting, tax collection, etc., and possible ways to pay down that deficit. There was discussion of completed road projects and methods of financing future work. The Rehab Loan Fund was discussed, with reference to documents provided. Ms. Zwick will email the exact rules for dealing with the deficit, and will estimate tax rates. The Listers emailed that they need their budget; the Planning Commission needs more money; there was discussion of County taxes and the Windham County Budget. Mr. Tanza noted that the Town Plan cost \$1,310.25. (241 copies, 206 mailed)

Appropriations:

Appropriations Budget line items that were “accepted for Town Vote” were considered and checked off if accepted by the Selectboard. Ms. Zwick explained the process with regard to the results of these deliberations, discussed the Warnings required, municipal taxes, the March 7th meeting; she will update the

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data and email new reports, copies to be on file at the Town offices; the Selectboard will need to decide which of the methods will be appropriate for Warning the aforementioned deficit. There was discussion of Current Use and its impact on taxes; Mr. Tanza noted that properties in "Current Use" reduced the Grand List by \$3,000,000.00.

Mr. Mello asked Mr. Bills about projects for next year other than the salt shed. Mr. Bills noted a culvert by Cerbo's; another Better Backroads Grant for erosion problems, noting that most are covered under current projects; another mile-and-a-half of paving on Putney Mountain Road and Hill Road, and painted lines; another box culvert on the waiting list for the next Budget; mostly general maintenance, ditch cleaning, roadside mowing, signage.

Mr. Bills reported that the previous Better Backroads job, Athens Road, was completed and paperwork nearly done including two photographs of the finished work. Ms. Maggio asked about the Athens Road bridge approaches. Mr. Bills noted that money for gravel is allotted, half the materials budget is available; the bridge deck is clean concrete, grade gravel each direction. Putting crowned gravel through the bridge, to see if shaping results in draining rather than puddling, can be maintained with the grader if successful. The rest of the gravel roads with a crown tend to drain well. A short area if paving is needed that won't affect budget much; paving sometimes just drags the problem back further. There was discussion of the present good condition of the roads, and weather-related damage. The Selectboard acknowledged Mr. Bills and Mr. Clark for the high quality of their work.

Ms. Maggio discussed the cemeteries; asked permission to obtain the services of L&G graduates, of whom forty hours of community service are now required for graduation.

New Business

Town Clerk Update

Mr. Tanza reported that he had called the State Police, left a message, the contract expires at the end of the month; Trooper cars have been seen in the Town; there was discussion. Mr. Tanza acknowledged the improvement of the roads, thanking Mr. Clark and Mr. Bills.

Mr. Mello acknowledged the Selectboard for the amount of work accomplished this year.

Ms. Tanza moved "that any substitute clerk should be reimbursed for recording the Minutes." Second by Mr. Mello. **All in Favor.**

Mr. Barus will research the number of meetings at which he was absent, and email Ms. Maggio so that she may invoice the Town for her services (9/21, 10/19, 11/2, 11/16, 12/7).

To date, Seth Stuart has not invoiced the Town for the emergency repairs discussed above. It was suggested that the insurance deductible was probably not exceeded.

Correspondence and Pay Orders

Correspondence

- Preferred Vendor Application from Seth Stewart rec'd 12/12/16
- Preservation Trust of Vermont rec'd 12/14/16
- Newsletter from Valley Cares, Inc. rec'd 12/19/16
- VLCT News

Pay Orders

- #17-25 signed on 12/13/16 in the amount of \$6,678.15
- #17-26 signed on 12/21/16 in the amount of \$1,851.07
- #17-24 signed on 12/27/16 in the amount of \$47,172.65

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Ms. Hoard moved “to accept Accounts Payable #17/25 in the amount of \$6,678.15.” Second by Ms. Maggio. **All in Favor.**

Ms. Hoard moved “to accept Pay Order #17-26 in the amount of \$1,851.07.” Second by Ms. Maggio. All in Favor. **All in Favor.**

Ms. Hoard moved “to accept the Pay Order # 17-24 in the amount of \$47,172.65.” Second by Ms. Maggio. **All in Favor.**

Accounts Payable # 17-25	\$6,678.15
Payroll Order #17-26	\$1,851.07
Accounts Payable #17-24	<u>\$47,172.65</u>
TOTAL	\$55,701.87

Set Agenda for the next meeting on January 4

- Ms. Zwick will finalize the Budget

Adjournment

Ms. Hoard moved to Adjourn, second by Ms. Maggio. **All in Favor.**

The meeting Adjourned at 9:07 PM.

Respectfully submitted, Peter Barus, Recorder, December 24th, 2016