

Approved Minutes
Town of Brookline Selectboard Meeting
Wednesday, July 1, 2020, 6:30 PM
(videoconference)

Present

Selectboard:
David Jones (Chair)
Gwen Tanza
Joseph Dutton
Bruce Mello

Town Officers:
Guy Tanza (Town Clerk, videographer)
Mark Bills

Members of the Public:
Recorder: Peter Barus

(Meeting transcribed from sound recording of live streaming video by FACTV)

Call the meeting to order

A Quorum being present, the meeting was called to order at 6:30PM.

Review changes to agenda if any

Mr. Clark not expected (RFP discussion)
Table the Road Project discussion until July 15 meeting

Scheduled members of the public

Archie Clark (not attending)

Unscheduled members of the public (none attending)

Approve Minutes

Minutes from June 17, 2020 Regular Meeting

Mr. Jones moved to approve the minutes from the June 17, 2020 Regular Meeting. Second by Ms. Tanza. **All in Favor.**

New Business

Paving/Grading RFPs

Mr. Jones noted the distinction between “grading” to “milling”; members had seen the documents submitted; there was discussion of the state of paving on Hill Road; and read the specification of 0.6 mi. long by 19 feet wide, one inch shim, two inch coating of blacktop; to be completed by September 30, 2020; and explained that because of the holiday, and that the RFP will be published the weekend of July 11, 2020, to provide more time for respondents to submit their bids to be opened at the first meeting, August 5, 2020; and opened the floor for discussion beginning with Mr. Bills; members discussed driveway skirting and whether 0.6 mi length includes the area on Grassy Brook Road at SLP; Mr. Bills confirmed dimensions of two feet on driveways, four feet at intersections; Mr. Jones noted that aprons have never been specified in previous RFP. There was discussion of the milling RFP; dimensions similar, to be milled 1-1/2 inch depth; completion by September 1, 2020 (prior to paving); bids to be opened August 5, 2020.

Mr. Jones moved that both RFP for paving and milling be approved as presented. Second by Mr. Mello. **All in Favor.**

Mr. Jones noted that publication will be sent to the publisher of the *Berkshire Eagle*, posted on the Town website, and given to Mr. Clark to disseminate at his discretion to paving contractors.

Road Project Discussion (tabled)

Covid-19 Survey Responses (tabled)

Old Business

Tax collection update

Mr. Tanza reported that there is \$10,000 remaining to collect; over 75% complete; that he was pleased with taxpayers’ efforts to date; that for next year the municipal rate is known, but not the state Education Tax, which should be made public by July 15, 2020; that the information should be forthcoming from the state in the next day or two, in which case the Town could still make that deadline; that delinquent taxes are under \$10,000. Members had no questions.

SLP Update

Mr. Mello reported that four of six windows are completed and most have sash weights and a door needs work on hinges; should be done by mid-month; and discussed forms pertaining to a state safety inspection of the water system; that he had arranged to meet on July 9; that he had called and informed Nancy Burke; and regarding a quote for new work, a four-step process to pressure wash and remove mold on the building, two workers, \$45/hr under \$5,000 total. There was discussion; whether RFP would be required under the Town purchase agreement; that others should be offered the opportunity; that this individual has worked on the building before.

It was decided to place “SLP Exterior Painting” on the next agenda.

There was discussion of scheduling delivery of wood chips.

Summary / Update / Reports

Guy Tanza – Town Clerk Report

Mr. Tanza reported that the Budget was passed 341 to 211; the next vote will be August 11, the Vermont State Primary election; hoping for as many absentee ballots as possible, for safety; letters and emails are expected from the Secretary of State; volunteers will be needed for vote counting, 7:00 PM August 11, 2020; there was discussion of the obligations of Selectboard membership in this regard; some title searches have been allowed, the office is limited to two people at a time.

Highways & Roads

Mark Bills – Road Supervisor

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Mr. Bills reported that the roads had been scraped to a good finish; that Newfane had applied liquid chloride to the gravel; roads appear to be holding up well, only slight erosion in spots; brush has been hand-cut around signs, sight-lines; some missing signs replaced; a wheel excavator had been reserved for July 20, for one month, and will need to be insured; mowing would start Monday, the tractor is reserved for one week, 40+ hour window, rain or shine; and remarked that last year there had been discussion of stop signs and speed limits, road painting, to deal with the speeding issues; noted that Newfane has done this, and asked whether the Selectboard would be interested in the costs involved. After discussion, including line-painting, there was consensus in favor of obtaining cost information from Newfane. It was suggested that a test area be painted after fresh paving, for durability.

Communications

Email

VTRANS and WRC about the salt shed about invoices and state reimbursement (a meeting with Ron Bell and the Project Manger will be necessary, future agenda item)

Regular Mail

- Green-up Vermont re: request for the previously appropriated funds (\$50.00)
- Pro-Pack flyer
- Vt. Water Assoc. newsletter
- VLCT Newsletter

Pay Orders

Payroll

Mr. Jones had signed the Payroll Warrant and polled the members as to review and questions.

Mr. Jones moved to approve Payroll Warrant #2020-52 dated June 24, 2020, in the amount of \$1,524.18. Second by Mr. Mello. **All in Favor.**

Accounts Payable

Mr. Jones polled the members as to review and questions. Mr. Mello discussed items that had been resolved.

Mr. Jones moved to approve Accounts Payable Warrant #2020-53, dated June 29, 2020, in the amount of \$10,941.99. Second by Ms. Tanza. **All in Favor.**

Set agenda for the next meeting – Wednesday July 15, 2020

- SLP Exterior Painting
- COVID-19 Survey Responses
- Road Project Discussion

Adjournment

Mr. Jones moved to Adjourn. Second by Mr. Mello. **All in Favor.**

The meeting was adjourned at 7:28PM.

Respectfully submitted, Peter Barus, Recorder, July 6, 2020