

Present

Selectboard:

David Jones (Chair)
Gwen Tanza
Bruce Mello

Town Officers:

Guy Tanza (Town Clerk, videographer)
Mark Bills (Road Supervisor)

Members of the Public:

Sara Wiswall
Samara Zwick
FACTV

(Meeting transcribed from sound recording)

Call the meeting to order

The meeting was called to order at 6:31 PM.

Review changes to agenda if any

6e increase credit card limit

Scheduled members of the public

Sara Wiswall, Samara Zwick, FACTV

Unscheduled members of the public

(None)

Approve Minutes

Minutes from October 7, 2020 Regular Meeting

Mr. Jones moved to approve the minutes for October 7, 2020, as amended. Second by Ms. Tanza. All in favor.

New Business

Executive Session – Title 1, Section 313(a)(1)(A)

Mr. Jones welcomed Ms. Zwick.

Mr. Jones moved to enter Executive Session to discuss the Town Treasurer position under Title 1, Section 313(a)(1)(A). Second by Mr. Mello. The Selectboard entered Executive Session at 6:36 PM, and resumed public session at 7:03 PM. No action taken.

Mr. Bills and FACTV re-entered the meeting. Ms. Zwick invited questions. Mr. Tanza asked if the amount of \$127,421.00 shown on the Preliminary Term Report for the Balance Sheet as the total liability fund balance was the actual amount in the Highway Fund, and whether it also included the bond. Ms. Zwick responded in the affirmative and explained that it was not a debt, that the total cash in the Highway Fund was currently reconciled at \$133,017; that the total assets of the fund were \$147,621; and that \$127,000 was the amount needed to pay the bond balance. Ms. Zwick anticipated completing Fund One reports by the end of October; and noted that appropriation request deadlines would not be announced individually, but would be posted on the website.

Road Salt Vendor

There was discussion of quotes from vendors; only received from Cargill to date; that more quotes were needed; that a special meeting will be necessary to address replenishing supplies.

Road Line Striping/Road Safety Enhancements

Mr. Jones noted that unless another town is painting near by, the quote had been for \$0.20 per foot for double yellow line, or the same price for a double white line; that after driving the roads, it appeared that Hill Road and the paved part of Putney Mountain Road would need double yellow lines. There was discussion; 3.1 miles, (16,368 feet) for \$3,273.60 for double yellow lines. There was discussion; that the white lines appeared adequately visible for this year; and the paving budget.

Mr. Jones moved to approve painting double yellow center lines on all of Hill Road, and the paved portion of Putney Mountain Road, at a cost of \$0.20 per linear foot, estimated at \$3,273. Second by Mr. Mello. There was discussion. On the Motion, **all in favor.**

Mr. Bills will call the vendor to make the appropriate arrangements.

Mr. Jones discussed potential grant opportunities through WRC and VTRANS, and another grant possibly available through the Sheriff's office, for radar speed signs, and will research this. Mr. Bills discussed a re-assessment of the signage, that some locations might be made more consistent, such as near the school bus entrance. There was discussion of the required process involved in changing sign location and speed limits; and that some new signs had been ordered.

Mr. Jones noted that signage would be on the agenda for next meeting.

Grants-in-Aid Letter of Intent

Mr. Jones moved that the Selectboard sign the VTRANS Grants-in-Aid Letter of Intent for the coming fiscal years. Second by Ms. Tanza. **All in favor.**

Increase Credit Card Limit

Mr. Tanza explained that the Town was able to secure a \$5,000 grant for election costs, that all such expenses must be tracked and reported in January, and that the credit card could be used for this tracking; that the current limit would be exceeded; that a Resolution must be signed by the Selectboard and the Treasurer, increasing the credit line from \$1,000 to \$3,500; that this would cover a laptop and other election-related expenses such as additional compensation to Ms. Tanza for temporary assistance; that this would be covered by the grants; that the funds must be spent by December 31, 2020.

Mr. Jones moved to sign and approve the Business Card Resolution Form for the town of Brookline, requesting that the Peoples United Bank extend credit for the municipality up to a maximum of \$3,500. Second by Mr. Mello. **All in favor.**

Old Business

Remote/In-Person Meeting Structure

(Tabled)

Solar Generator

Mr. Tanza discussed the long-term commitment involved; that GMP had not responded so far.

Building Update

Mr. Mello discussed the Source Protection (water system), due again in January, 2023; and will attach a note to this effect on the water system; and reported a misunderstanding about the use of payments received under the terms of the lease, resolved; minor maintenance items; Jeffers missed appointment, awaiting a response; light bulbs, etc.

Mr. Mello discussed work to do on the Round Schoolhouse with Mr. Bills; recommendations of Steve Haskins. Mr. Bills noted that there had been cutting behind the building that will help with moisture, and that several trees could be removed; that permission had been given by the abutting owner to remove certain trees. There was consensus that Mr. Bills could remove those trees.

Mr. Bills noted thermostats that were hanging loose on the SLP building. Mr. Mello will consult an electrician.

Summary / Update / Reports

Guy Tanza – Town Clerk Report

Mr. Tanza reported that the office was running smoothly, 130 ballots had been returned, that 375 to 400 voters were expected, a secure location for ballots and a safe location for voting; the advantages of early voting; that ballots could be mailed or deposited in the mail slot; voters should bring absentee ballots with them if voting in person; that office will be open on Election Day, the polling hours will be 9:00 AM to 7:00 PM; title searches and sales going on.

Mr. Jones noted that Election Day will fall the day before the next Selectboard meeting, and volunteers will be as in the previous election. Mr. Tanza noted that there will be five teams, each given three 25-ballot batches, about two hours' work.

There was discussion.

Highways & Roads

Mark Bills – Road Supervisor

Mr. Bills reported finishing grant work on Athens Road under the Clean Water Act, met with Jeff Nugent about grant eligibility requirements; cleaned ditches and added stone to inhibit erosion, seeded and hayed, and notified Mr. Nugent; and noted that the machine has been very helpful on many tasks; anticipating grant for Parker Road, awaiting tree removal and a power line relocation by GMP to improve the ditch; cleaned ditches and added stone near Inner Fire's new access; created a silt pond to prevent a culvert clogging; planned a new 18" culvert to install near Grassy Brook Road in the next few days to improve drainage; much sign work done with the help of the machine, putting in signposts, new stop signs; improved drainage where silt had been coming off Kirsch Road; improved the waterway at Jimmy Rogers' driveway; deposited millings at new paved area aprons, noting that the remainder would set aside for next year; applied gravel to Putney Mountain Road, grading Whitney Hill and Athens Road.

Communications

Email

- Better roads grant for Parker Road signed.
- A resignation from the Listers
- Newfane regarding Animal Control
- American Red Cross (appropriation request for \$250)
- Vermont Family Network (appropriation request for \$250)

There was discussion of a special meeting to develop the budget.

Regular Mail

Pay Orders

Payroll

The Chair polled the members for questions on the Warrants.

Mr. Jones moved to approve Payroll Warrant #2020-68 dated October 14, 2020, in the amount of \$2,056.43. Second by Mr. Mello. All in Favor.

Accounts Payable

The Chair polled the members for questions on the Warrants.

Mr. Jones moved to approve Accounts Payable Warrant #2020-70 dated October 20, 2020, in the amount of \$12,807.53. Second by Ms. Tanza. All in Favor.

Set agenda for the next meeting – Wednesday November 4, 2020

- Date for a special meeting for budget planning
- Speed limit adjustments, discussion
- Remote meeting structure, discussion
- Treasurer, discussion

There was discussion of the need for clarification on the position of Treasurer, statutory requirements, responsibilities.

Mr. Tanza noted that interest may be waived for the first quarter under the pandemic emergency; that November 15 normal structure resumes.

Adjournment

Mr. Jones moved to Adjourn. Second by Mr. Mello. All in favor.

The meeting was Adjourned at 8:28 PM.

Respectfully submitted, Peter Barus, Recorder, October 26, 2020