

**Approved Minutes**  
**Town of Brookline Selectboard Meeting**  
**Wednesday, August 4, 2021, 6:30p.m.**  
(videoconference)

## **Attending**

*Selectboard:*

Dot Maggio (Chair)  
David Jones  
Gwen Tanza  
Bruce Mello  
Stan Noga

*Town Officers:*

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

*Members of the Public:*

Peter Barus (Recorder)  
FACTV (Videoconference recording)

## **Call the meeting to order**

The meeting was called to order at 7:04 p.m.

## **Review changes to the agenda if any**

Mr. Noga suggested amending accounts payable, to add a name and an amount so the payee can be paid

## **Review/approve minutes from the July 21, 2021 selectboard meeting**

Ms. Maggio moved to approve the minutes for July 21, 2021. Second by Mr. Mello. Mr. Jones abstaining, the Motion **passed**.

## **Scheduled members of the public**

## **Unscheduled members of the public**

## **New Business**

### **Flash Flood Damage Report from Thursday July 29, 2021**

#### **Road Supervisor E. Mark Bills**

##### **Additional manpower / equipment needed**

Mr. Bills reported that Thursday evening police called about a flash flood on Putney Mountain, difficult to access, over five inches of rain in two hours; every culvert found covered with debris; met A. S. Clark & Son with shovels, hiked in and turned some of the water, which had washed out under the pavement and jumped the bank above Ed Schaefer's house; they could hear boulders, and feared losing the house; a four foot culvert was aimed at the house, but the water coming off the mountain packed the culvert so that the current subsided; the house was spared; the water was seven or eight ft deep and twelve feet across on the road, leaving  $\frac{3}{4}$  mi. of road damage.

Mr. Bills had checked the roads and returned next morning, consulted with Clark, started repairs immediately with material to fill the ruts; after the second day the road was passable safely for the last two residents on Putney Mountain; A. S. Clark continued to work toward the top of the mountain, about 700 ft to go before the lanes would be passable; the work was not finished, but rough material was in place; one excavator was used ahead of the fill-in crew to clear debris from inlets; culverts were found to be clean inside; the waterfalls had clogged the culverts and sent the water all the way down to the second hairpin turn, blocking traffic; Bennett road was gone, five culverts and several water bars destroyed, and since that is a "trail" there was no funding to repair that road, only state funding for class 2 and 3.

Mr. Bills had spoken with Marc Pickering (VTRANS), who took pictures and specs to make a repair estimate, and after checking other infrastructure and bridges, was given a list of washouts and jeopardized bridges; awaiting report from VTRANS.

Mr. Bills reported that with four to six persons working on the mountain, the work was going faster than expected; the crew went around town placing cones and reflective barrels at washed out /undermined areas; at Kirsch and Townshend Roads water got behind the abutment and washed materials eight feet deep; the hole was filled to road surface level, and monitoring will continue; there was a lot of shoulder damage under guardrails, 90-95% repaired in 1-1/2 days, some details remained, but most repairs had been made.

The board thanked Mr. Bills and will express appreciation to A. S. Clark & Son.

## **Old Business**

### **Wheeled Excavator purchase discussion/research**

Mr. Bills asked if the board would rent the wheeled excavator for a month, for roadside mowing and possible culvert installations; noting cost of \$7,000-\$8,000 rental for one month. Ms. Maggio asked if any of the work would come under FEMA funding. Mr. Bills noted a Better Back Roads grant. Ms. Maggio suggested an emergency meeting could be held to make this determination. Mr. Bills will find out if the machine is available; and suggested the purchase should wait, and that discussion could take place at the September meeting.

Tabled until September 1 meeting.

Mr. Bills suggested completing the grant process, then assessing all the options. Mr. Jones had found the RFP from the previous committee, and suggested some of the parameters defined in this document could be useful, although no vendors had responded at the time; and will circulate the document.

Mr. Noga discussed different machines for sale (price range \$42,000 to \$105,000, some more expensive); and discussed running hours, warranties, etc. Mr. Bills noted that more equipment is being manufactured; and suggested agreeing on price range and specifications before approaching dealers.

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Mr. Noga noted that only two of the machines he had found were in New England. Mr. Bills noted dealer lots were bare. Mr. Mello asked about the rental proposal. Mr. Bills will continue to pursue this. Ms. Maggio again noted that a special meeting could be called if needed.

**Round Schoolhouse Grant from PTV – Stan Noga**

**Billing – Payment of \$3,000.00 received.**

Mr. Noga explained a bill received on July 9, noting that the check that had been cut was not on the Pay Warrant; that the funds were on hand, and payment needs to be processed; that Mr. Parker had been updated; that PTV had been asked three times when the money would be received, and the field representative had indicated it would send the entire \$5,000 and leave it to the town to approve and send documentation of acceptance and vote; that an additional \$2,000 had been received this week and could be dispersed; and that the invoice from Norm Holden (painting) should also be paid.

**Window work – evaluation and approval to submit for payment**

Mr. Noga noted work completed July 27, invoiced July 29<sup>th</sup> by email, and had asked the board to inspect the work. There was consensus that it was satisfactory.

Ms. Maggio moved to approve the work by Norm Holden for \$1,500. Second by Mr. Mello. **All in favor.**

Mr. Noga reported sending a package for PVT, and had not received the money at that time; that the phraseology had been changed to say “Brookline Round Schoolhouse advice” instead of “request,” and specified Holden as vendor; that other changes had included a paragraph on the sign requested by Ben Doyle (CEO of PTV) to the effect that:

*“This project was assisted by a preservation Grant, made possible by a partnership between the Freeman Foundation and the Preservation Trust of Vermont.”*

There was consensus, that this would be an appropriate acknowledgement of funding sources for the Round Schoolhouse restoration project.

**Round Schoolhouse Sign Summary**

Mr. Noga reported that the sign replacement had been proposed to five vendors, that only one offered to match the current sign, the rest wanted to use a vinyl sheet or aluminum and computer graphics; the submission matching the specification had accompanied expressed willingness to complete it; the August 1 deadline has been extended and the funds had been sent to the town. Mr. Noga had not read the bid but understood it was for \$650.00. Other bids had been comparable in price, but with non-compliant materials. There was discussion.

***Bids for Material / repainting discussion / vote***

Ms. Maggio moved to approve the proposal from Mr. Spaatf to duplicate the materials and content of the current sign for \$650.00, by September at the latest. Second by Mr. Jones. **All in favor.**

***Powder Post Beetles – chemical application discussion***

Mr. Noga noted that recommended pesticide requires professional application and suggested hiring a licensed and certified vendor to address this and the possible termite infestation in the town office. Ms. Maggio suggested removal of the furniture if the infestation was not in the rest of the building. Mr. Mello had seen evidence (powder) in several locations and applied linseed oil. There was discussion.

Ms. Maggio suggested tabling the matter until the committee has examined the resources and costs. Mr. Noga noted that only one of four vendors had responded, and discussed abatement methods; and suggested obtaining a quote from the responding vendor for both the RSH and the town offices.

Mr. Noga moved to hire a vendor for \$125.00 to inspect both buildings and provide an estimate for abatement. Second by Mr. Mello. **All in favor.**

Mr. Noga noted that the vendor had said they would be available in two to three weeks.

***Donated desk/furniture discussion re: larva of PPB***

Mr. Noga offered to remove the contaminated furniture. There was discussion of responsible disposal.

***Through vacuuming of RSH – Cleaning at 2:00 August 16th***

Ms. Maggio noted that David LeBlanc would be performing the cleaning.

***Run power for vacuum across Grassy Brook Road w/ cones***  
***Other items at the RSH that needs attention (outhouse side)***

Ms. Maggio suggested informing the committee of the furniture removal, inspection and cleaning, and other work.

The item was Tabled.

***Barn boards available for repairs.***

Mr. Noga discussed a Front Porch Forum notice of barn boards for sale in Newfane; that the restoration could use about 15 boards; that they were 7 ft. long; and suggested purchase. Ms. Maggio suggested that the funds could come from the RSH account.

Mr. Noga moved to spend up to \$100.00 for 15 barn boards for the Round Schoolhouse, from the RSH account. Second by Ms. Maggio. **All in favor.**

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***Steps into schoolhouse***

Tabled.

## **Reports**

### **Town Clerk Report – Guy Tanza**

Mr. Tanza reported the town office very busy with title searches.

#### **Dog license - Email Blast sent**

Mr. Tanza reported some responses to the dog license email.

#### **Errors and Omissions certification – signature**

Mr. Tanza had been working with the Listers and found a property overvalued, 3 acres listed as 67; and had filed an Errors and Omissions Certificate; noted that the reduction of valuation by \$65,000.00 would reduce tax revenue by about \$330.00; that the discrepancy had been noticed between the tax bill and other documents; that the Errors and Omissions form had been signed by the Listers; asked selectboard to sign the document; and noted that conveyance had occurred in 2007, when some acreage had been transferred to an abutting property but not noted on other documents.

Ms. Maggio moved that the board sign the Errors and Omissions Certification for Randolph Stebbins' 44 Ellen Ware Road property, for a reduction of \$65,800.00 in assessed value. Second by Mr. Mello. **All in favor.**

The selectboard signed the document.

### **Selectboard Chair Report – Dot Maggio**

#### **America Rescue Plan Act – Update**

Ms. Maggio noted that Governor Scott had certified the recovery fund; that 50% was expected in the next month or so.

#### **Email Blast for**

##### ***Storm Damage from residents***

Ms. Maggio had sent the email and answered over 50 responses; that this approach was satisfactory; and that residents will be informed about FEMA when more is known.

#### **Dog Licenses**

Letter sent.

#### **Listers needed**

Two candidates expressed interest, another was on vacation.

#### **History Fair August 14 in Newfane – Volunteers needed**

Additional volunteers to relieve those at the fair would be needed from 8:30-4:30 p.m.

#### **Cleaning schedule for Town Hall – August 16 then October, December, February, April, June.**

Cleaning would be done every other month.

#### **Brief description of cleaning expectations**

Cleaning would be limited to 90 – 120 minutes, at \$40/hr.

### **Building Commissioner Report – Bruce Mello**

Mr. Mello had heard from long time residents asking to borrow 40 chairs for a wedding. There was consensus on approval. Mr. Mello discussed grants and fundraising

#### **Daycare Building**

The tenant had hired a service (Vt Sewer & Drain) for a clogged toilet, and this would not be paid by the town. Mr. Mello discussed a financial update.

#### **Painting**

Momaney had started with crew of nine, and scraped, washed, and bleached the building in one day; and will paint when dry.

#### **Town Hall Building**

##### ***Pest Control – Mice in basement discuss / update***

There was discussion of trapped rodents.

##### ***Insect discussion about treatment options and bid received by Stan Noga***

(Discussed above)

Mr. Noga discussed foam products for blocking rodent entry.

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**Highways and Roads – E. Mark Bills Supervisor report**

**Current Roadway projects**

**Purchasing Sand for winter early – vendors discussion**

Ms. Maggio asked about the RFP. Mr. Jones will circulate last year's RFP

Mr. Bills noted purchases: for the grader, oil filters, hydraulic oil, battery, alternator; a battery charger for the shed (\$116, can be left to charge the battery unattended).

Mr. Bills noted the tree company expected Aug 16; had researched handicapped signage, line-painting supplies; had checked the roads, found trees had been cut on Parker Road that were to be cut by GMP for the Better Back Road grant; that GMP was changing the powerline to one side of the road, better for road maintenance; that the grant will cover stone lining, a culvert, and surface gravel to crown the road.

Mr. Bills working on flood repair since Thursday; that part of the flooding had occurred at a failed culvert listed for replacement, a 20 inch culvert with damage that lets water wash out underneath; had asked to upgrade that culvert, and Pickering (VTRANS) had said any culvert can be replaced, upgraded, but not over three foot diameter, and suggested upgrading to three feet would not require his approval; however, these cost \$945.00 for one length, and more than two would be needed; one length was on hand already; they take six to eight weeks to order; and noted that some grant funds would be left from stone lining that could go into a culvert; that when placing new poles up one side of the road, the crew had broken down the bank, which was now eroding making the road narrower, and a new culvert will make that secure.

Ms. Maggio moved to approve not more than \$2,000 for two 3x20-foot culverts, for installation on Putney Mountain. Second by Mr. Mello. **All in favor.**

Mr. Bills discussed rising costs and reduced availability of materials.

**Communication**

**Email**

**ARPA – Governor certifies accepting Vermont funding** (discussed above)

**Tom Kavat – Re: Town Planning Committee**

Ms. Maggio read a message regarding resignation, and naming interested candidates; Ms. Maggio will meet with them, Barbara Bourne also invited; appointments to be made on the 18<sup>th</sup>.

**Vermont Interfaith Action Committee:**

***Covid-19 Memorial to honor Vermonters Lost. Montpelier VT 3 PM Sunday September 19<sup>th</sup> Poster hung at Town Hall Bulletin Board***

Ms. Maggio discussed the planned memorial.

**Email sent to Brookline Historical Committee re: beetle larva eating wooden desks.**  
**(Nau, Wellman, J. Dutton, Bruce Mello)**

On file (discussed above).

**Email sent to former committee members re: Wheeled Excavator discussion planned for August 4, 2021 ( E. Mark Bills, A. Clark, J. Dutton, D. Wellman)**

On file, one response suggesting consideration of a backhoe as well.

**Regular Mail** (none)

**Pay Orders**

**Payroll warrant**

Ms. Maggio moved to approve Payroll Warrant #2022-06 dated August 4, 2021 in the amount of \$2,006. 68. Second by Mr. Noga. **All in favor.**

**Accounts payable warrant**

Ms. Maggio moved to approve Accounts Payable Warrant #2022-05 dated August 4, 2021 in the amount of \$7,974.68. Second by Ms. Tanza.

In discussion, Mr. Noga noted that the Treasurer had been notified of a check coming in from PTV, but that a \$3,000.00 check had been cut July 29; that Mr. Parker had been awaiting payment since July 7.

Mr. Noga moved to add to the Accounts Payable Warrant as additional recipient the vendor Christopher Parker, in the amount of \$3,000, payment made, check number as appropriate, dated August 5 2021, total \$10,974.68.

It was noted that this friendly amendment to the Motion was made and accepted. On the Motion, **all in favor.**

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**Set Agenda for the next meeting – August 18, 2021 Zoom & In Person**

- Round Schoolhouse
- Storm Damage
- Rent wheeled excavator one month
- RSH additional repaired
- Lister Appointments
- Further purchase of road service equipment Sept 1
- Pest inspections
- Sand bid

**Adjourn the meeting**

Ms. Maggio moved to Adjourn. Second by Mr. Mello. All in favor  
The meeting was Adjourned at 8:50 p.m.

*Respectfully submitted, Peter Barus, Recorder, August 7, 2021*