

**Approved Minutes
Town Of Brookline Selectoard Meeting
Wednesday, October 19, 2022, 6:30 p.m.**

Present

Board:

Dorothy Maggio (Chair)
Bruce Mello
Stan Noga

Town Officers:

Mark Bills (Road Supervisor)

Public:

Josh FACTV
Peter Barus (Recorder)

Call the meeting to order

The meeting was called to order at 6:36 p.m.

Review Changes to the Agenda if any

Bids for Road Salt for Winter 2022 - 2023 Open bids - Discuss - vote on bid

American Rock Salt offered \$94/T delivered. Cargill offered \$84.50/T, for 175 estimated tons.

Ms. Maggio **moved** to accept the lower bid, from Cargill at \$84/T. Second by Mr. Mello.

Mr. Bills discussed previous service from Cargill, noting a good quality product; and that the last vendor used was very prompt and of good quality; price per ton probably the important factor.

On the Motion, **all in favor.**

Members of the Public

Scheduled

Unscheduled

Pay Orders

Payroll Warrant

Ms. Maggio moved to approve Payroll Warrant #2023-15 in the amount of \$1,678.70. Second by Mr. Noga. All in favor.

Accounts Payable Warrant

Ms. Maggio moved to approve Accounts Payable Warrant #2023-16 in the amount of \$330,460.44. Second by Mr. Mello.

Ms. Maggio noted that appropriations approved at the March Town Meeting for release in July were in the current packet; that they had been in a/p previously; that Ms. Brown had not been available to ask about this; and suggested consider tabling before approval, noting that checks had been duplicated (A.S. Clark & Sons, for project on Hill Road, check numbers: 15773, 15743). There was discussion.

Ms. Maggio moved to Amend the Motion to read “approve Accounts Payable Warrant #2023-16 in the amount of \$330,460.44 contingent on final review with the assistant treasurer regarding appropriations and the Hill Road grant payment to A. S. Clark and Sons. Second by Mr. Mello.

On the Amendment, **all in favor.** On the Amended Motion, **all in favor.**

Discuss All State Construction Billing for Putney Mt Road paving job

Mr. Noga noted incomplete paperwork. It was decided to withhold payment.

Reports and Updates

A. Road Supervisor Report - E. Mark Bills

information re: gravel for winter road stabilization needs/ costs

Mr. Bills discussed stone used last winter and spring (winter thaw and mud season, ¾ in. crushed stone had worked well; suggested purchase at \$19.50/Yd.; four loads for the stockpile; trucking

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would be \$200/load (Total: \$473/load, with materials).

There was discussion; that the material produces a better base with less material over time, blends into the surface well, maintains well; with what was left over, should get through the winter. It was noted that the pile had been covered to avoid freezing.

Ms. Maggio **moved** to approve the purchase of crushed stone, not to exceed \$2,000. Second by Mr. Mello. **All in favor.**

Mr. Bills discussed a resident phone call about ditch erosion on Harris Hill, and explained that hard rains had eroded the ditch, the ditch line had changed direction and could be undermining the pavement; that this area had been under scrutiny awaiting equipment availability; that the resident had been informed. Having inspected the site, Mr. Bills suggested straightening the ditch and applying heavy stone. There was discussion; of estimated cost, a day to correct the ditch, a substantial amount of stone, probably requiring RFP. There was discussion; of safety concerns, funding sources, further weather damage, costs, the types of equipment that would be needed.

Mr. Noga suggested researching costs with a view to further discussion, RFP, preferred vendor, or equivalent. There was consensus that the problem should be addressed as a priority. Noted for **next agenda.**

Mr. Bills discussed preparing the leaf-blower, checking the salt & sand shed, patching the grader shed roofing, and plans to paint the town office roof; there was discussion of potential rodent access, sealed with caulking that had been effective. Mr. Bills discussed road sign vandalism remediation.

B. Highways Grants Report - Stan Noga
WRC update

Mr. Noga discussed quarterly billing for Ms. Ghia's management time, 2 ½ hours for the entire quarter, and the itemized invoice.

Ms. Maggio noted that this would go on the next AP warrant.

Mr. Noga discussed two attempts to obtain information on the salt and sand shed over forty five days; and a letter received the previous week from WRC's finance office, suggesting that Ms. Maggio be removed as "contact"; and had inquired as to why this change had been made. Ms. Maggio discussed responding to Ms. Ghia; and noted that only Ms. Maggio and Mr. Noga should be listed as contacts.

ARPA

Salt/Sand Shed - move forward & budget match or drop project discussion and vote

Mr. Noga had researched Wardsboro's shed with their town clerk; they had done the RFP (one bid for \$600,000) and decided to hold off. Mr. Noga noted that processing the project always added to expense, and it would be best to remain inactive for the time being; that if costs were likely to get that high, the town's share would be about \$300,000 with the grant cap, with inflation rates and fuel costs continuing to trend upwards; and had so informed WRC.

Mr. Noga explained that from the beginning, documents had stated that the town should expect management costs to be a certain percentage of the project; that this now appeared to be limited to a more reasonable cost; that the language indicating timelines for the process of termination were somewhat unclear in the VTRANS contract; discussed work that had not yet been billed; and suggested that potential expenditures would come to at least \$18,000 to \$19,000 to date.

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There was discussion; of the confusion and potential expense; that there was no evidence of environmental damage from the existing structure.

Ms. Maggio **moved** that the town of Brookline withdraw from the WRC salt and sand shed development project. Second by Mr. Mello.

Mr. Noga will so inform VTANS and WRC, and research the process for the **next agenda**.

On the motion, **all in favor**.

Sign Contracts for road work

Mr. Noga discussed the contracts for four outstanding projects (sand, plowing, Hill Road, Parker Road), which now had been signed by the respective vendors, and should be signed by the selectboard; and circulated the documents. The selectboard signed the four contracts.

C. Building Commissioner Report - Bruce Mello

Daycare Water Permit #6069 renewal? D. Town Clerk Report - Guy Tanza

There was discussion of the water permit renewal. It was noted that the town was currently in compliance.

SLP wallpaper repair discussion

Mr. Mello discussed RSH projects to be addressed with Mr. Bills; suggested proceeding with the window purchase; bat remediation; ARPA funds; the BMH account; Larson Electric work at SLP; awaiting Cota & Cota boiler service (over \$11,000 spent).

Mr. Mello discussed peeling wallpaper listed in inspection, will be resolved by November 7 as required; cleaning up after the tree removal, burn permit issues; improvements to insulation around a heat exchanger upstairs; funds for insulation for all the buildings, possibly through Efficiency Vermont; and allocation of funds returned by GMP.

Mr. Mello discussed the SLP budget, totaling \$14,569.

Ms. Maggio noted a question about reallocating funds for town expenses; and had found that dedicated school funds were not a reserve fund; comes through rent, not taxes; and expected about \$200,000 in capital improvements to the energy efficiency of the SLP building, over a twenty-year period.

Mr. Mello suggested that the water heater would be the last major expense.

Mr. Noga noted having asked the question, as the town should have the opportunity to vote on fund allocation priorities. There was discussion.

E. Selectboard Chair Report - Dot Maggio

Round SchoolHouse - 200 years old

Ms. Maggio noted the anniversary and suggested a celebration, possibly including the memorial garden for next Spring.

Appointment recommendation to the Historic Round School House Committee

Laurie Nau-Martocci.

Ms. Maggio recommended appointment to a seat with herself and Mr. Bourne

To appoint LNM to the Historic Town Schoolhouse Committee. Second by Mr. Mello. All in favor.

FEMA

Ms. Maggio noted that changes at FEMA had required discussions with new personnel, and discussed meetings and the need to plan for mitigations next year; that \$11,000 was still expected;

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that an estimate of expenditures was not the actual amount; that FEMA was now paying 90% of costs.

There was discussion; that Ms. Brown should have access to the figures.

Brookline Meeting House - Storm Windows V ARPA appropriations

Ms. Maggio noted that the BMH committee should be informed that the window project could proceed. There was discussion. Mr. Noga noted a report that had referred to mold, not an existing mold problem; that it was not known whether installing storm windows would affect mold (if any).

Ideas for town meeting – TBD

Ms. Maggio discussed Articles, Warnings, Appropriations, etc.; and whether there would be an additional meeting, or additional time for the budget. Mr. Mello suggested tabling pending further discussions.

Elected positions vs. appointed positions discussion

Ms. Maggio explained that the Treasurer might be changed to an appointed position so that a Treasurer could be hired from outside the town; and discussed whether this was the only such position that should be changed to an appointment. There was discussion.

Schedule budget meetings

Ms. Maggio discussed how budget meetings would be scheduled. There was discussion; time to be allotted for budget discussion in the agenda.

Mr. Noga suggested using the worksheet from last year, with modifications as needed.

Ms. Maggio noted that a town wide assessment would be done, probably in 2024; that a reserve account for this purpose would be inadequate for the procedure (last done twelve years previously); that this had been triggered by CLA numbers; and in addition to that, an audit would be an additional expense.

There was discussion.

F. Any other reports or discussion from the selectboard

Vermont Bond Bank Inquiry

Mr. Noga noted no response to date to inquiries.

Heating Oil

RFP development discussion

Ms. Maggio discussed improving accuracy in RFP. Mr. Noga suggested having different readers check the documents; and noted delays in returning contracts, suggesting contracts be prepared in advance of opening the bids, to save time.

AIG contract FY 2023 - Budget for Match New Business

Mr. Noga had sent a copy to VTRANS for signature, and will update the grants spreadsheet.

Culvert Policy Review - Q & A B. Budget

Mr. Noga noted discrepancies in the policy. Budget discussion tabled.

Old Business

A. Repair signage in town

Mr. Bills discussed vandalism; prices of replacements, and possible repair or replacement. Ms. Maggio suggested an inventory.

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B. Generator winter storage & test run

Tabled.

Communications

A. Email

Health Dept communications w/ landlord and tenant for 74 Merrill Drive
SLP wall paper email

VT Declaration of Inclusion email (copies circulated, for next agenda)

B. Regular Mail

Letter of Support for SeVEDS sent

Reply letter to Gary Blair sent

Receipt of \$9,800.99 from Efficiency Vermont rebate (heat pumps)

Review / Approve minutes from:

A. September 21, 2022 Regular Meeting

Ms. Maggio moved to approve the minutes for September 21, 2022, as amended. Second by Mr. Mello. All in favor.

B. September 21, 2022 Emergency Meeting

Ms. Maggio moved to approve the minutes for September 21, 2022, Emergency Meeting. Second by Mr. Mello. All in favor.

C. October 5, 2022 Regular Meeting

Ms. Maggio moved to approve the minutes for October 5, 2022. Second by Mr. Mello. All in favor.

Set Agenda for November 2, 2022

- Harris Hill Pavement
- WRC Salt sand shed
- Vt Declaration of Inclusion
- Personnel issue

Adjourn the meeting

Ms. Maggio moved to Adjourn. Second by Mr. Noga. All in favor.

The meeting was Adjourned at 9:03 p.m.

Respectfully submitted, Peter Barus, recording secretary, October 30, 2022