

Brookline Vt - Selectboard is inviting you to a scheduled Zoom meeting.

Topic: Town of Brookline VT - Regular Selectboard Meeting
Time: Jun 21, 2023 06:30 AM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/89488925791?pwd=ckNnYW9HUUVVQdHhuNWxwSkZYa3prUT09>

Meeting ID: 894 8892 5791

Passcode: 15256

Dial by your location

• +1 929 205 6099 US (New York)

Meeting ID: 894 8892 5791

Passcode: 152563

Agenda June 21, 2023

Times are approximate

- 6:30** 1. **Call meeting to order**
- 6:31** 2. **Any changes to agenda**
- 6:35** 3. **Members of the public**
 - A. Scheduled - 10 minutes on requested topic
 - 1-Henry Carr of Carr Tree & Timber
 - A discussion about Knotweed
 - 2-Lee Ann Parker - Chair of Brookline Meeting House
 - A discussion about BMH Foundation Grant Project Progress & discuss Work Order Change request by vendor.
 - B. Unscheduled - 5 minutes on agenda items only
- 7:00** 4. **Review / Approve Draft Minutes**
 - A. Regular selectboard minutes June 5, 2023
 - B. Regular selectboard minutes April 5, 2023
- 7:05** 5. **Pay Orders**
 - A. Payroll Warrant
 - B. Accounts Payable Warrant
 - C. End of year 2022-23 Q & A if any
- 7:15** 6. **New Business**
 - A. New Policy - Right of Way Post Storm Clean Up - Mitigation Plan (email attachment)
Motion / Discussion / Vote
 - B. New Policy - Fundraising Guidelines
Motion / discussion / vote
 - C. New Policy Discussion - Developing a Municipal Government Email Policy

Open Meeting Law Review for all elected and appointed members.
VLCT Open Meeting Law FAQ - review and post on Website (emailed)
Web development and email assignment help offered by Marjorie Ray
Discuss options for Upgrading Email providers, website support

- D. File Clerk Job description
Discuss a two phase approach to document organization
(organization then digitizing /archive records.
Motion / discussion / vote
- E. Mowing / brush hog attachment
Purchasing a used mowing attachment for not more than \$13,000 of ARPA funds
Motion / Discussion / Vote
- F. LEMP - Review and Adopt Local Emergency Management Plan
Motion / discussion / vote
- G. Request for Proposal - FEMA 4621 Mitigation Culvert work on Putney Mountain
Finalize site visit date and advertising dates for short RFP. Long RFP on

website.

Motion/discussion/vote

- H. Comments regarding the Town of Newfane's Mitigation Plan
Motion / discussion / vote if appropriate

8:00 7. Unfinished Business

- A. Paving Project 2023 contract w/ Baizen Brothers
 - 1- FEMA 4621 remove broken pavement and repave 19 x 80 section of Putney Mountain Road damaged in July 2021
Bid including mobilization \$17,000.00
Motion / discussion / vote
 - 2- Recycle Area: cement dumpster pad and 2 asphalt courses
Bid for both pad and courses \$28,000
Ok to strike out this project with no effect on other bids
Motion / discussion/ vote
 - 3- Pot hole repairs on Grassy Brook Road
Bid for Large Mill repairs for 1000 SF = \$9,000
Bid for Small Mill repairs for 200 SF = \$4,200
Large and Small Mill repairs are **minimum estimates.**
Company would revise the project cost for pothole repairs if we submitted accurate measurements.
Motion / discussion / vote

- B. Appointments
 - 1- Animal Control Officer-Dot Maggio
 - 2-Historic Round School House Committee-Julia Duke
 - 3-TBD

- C. BMH Survey - Q & A if any

8:15 8. Reports and Updates

- A. Road Supervisor - E. Mark Bills
- B.. Building Commissioner Report - B. Mello

- C. Energy Committee Report - B. Mello - 15 minutes requested
 - 1-Application of phase 1 grant for \$4,000.00
 - Motion / Discussion / Vote
- D. Water source protection plan update - Tabled last meeting
- E. Highway Grants / Contracts - S. Noga
 - GIA - Grant of \$12500 for segment work update
 - BRIC - WRC Brookline Hazard Mitigation Grant meeting date discussion
 - BMH Foundation work Contract discussion
- F. 911 - Update - P. Madalinski - tabled
- G. Town Clerk Report - G. Tanza
- H. Selectboard Chair Report - D. Maggio
 - 1- Town Party July 22
 - 2- Health officer
 - 3- Committee meetings scheduled
 - Riverside Cemetery Meeting - June 23 6:30 - town hall
 - Round Schoolhouse Meeting - June 22 10:00 -town hall
 - 4 - BMH request to purchase a Donor Plaque not to exceed \$200
- I. Any other topics / discussions from SB members not requiring a vote
- 9:05 9. Communications**
 - A. Email
 - 1-FEMA 4621 Zoom meeting 10 am Thurs July 6, 2023
 - 2-Request to comment on Newfane's Local Hazard Mitigation Plan.
Emailed to SB on 6/14/23
 - 3-Marjorie Ray - Web Developer offering help with website and town email needs
 - B. Regular Mail
- 9:08 10. Set Agenda for July 5, 2023**
 - 1-open sealed bids for Putney Mountain Road Culvert repairs FEMA 4621
 - 2-New Tax Rate
 - 3-Town Wide Appraisal
 - 4-Policy updates
 - 5-TBD
- 9:10 11. Executive Session if warranted**
- 9:15 12. Adjourn the meeting**