

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

Topic: Regular Brookline Selectboard Meeting - Hybrid
Time: May 1, 2024 06:30 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/86234697916?pwd=bEpWY1ICTEpmV0xlUStEN001R2sydz09>

Meeting ID: 862 3469 7916

Passcode: 741913

Find your local number: <https://us02web.zoom.us/u/kb2Hiyyzc>

Times are Approximate

- 6:30 1. Call meeting to order
Introduction
- 6:31 2. Review/Approve Draft Minutes
 - A. Regular meeting minutes from April 17, 2024
 - B. Town Meeting Minutes / Submitted by G. Tanza
- 6:40 3. Members of the Public
 - A. Scheduled Members of the Public - 5 minutes unless otherwise noted
1-Lee Ann Parker - Chair of the Brookline Meeting House
 - B. Unscheduled Members of the Public - 2 minutes on agenda items only
- 6:50 4. Changes to the Agenda if any
- 6:55 5. Unfinished Business - **ACTION = Motion/Seconded/Discussion/Vote or Table**
 - A.. Action - Support the Building Commissioner filing for a Grant with the Vermont Arts Council Cultural Facilities grant program. This matching grant will be to cover the cost of insulating the Meeting house addition.(application Due May 6, 2024).
 - B. Action- Accept with regret the retirement of Judy Acampora as Assistant Treasurer for the Town of Brookline effective immediately.
 - C. Action - Appoint a selectboard member to review bank reconciliation reports of the Treasurer for transparency.
 - D. Action - Adopt the Town of Brookline's Local Emergency Management Plan (LEMP) as presented for the year 2024.
 - E. Action - Amend motion for approved Employee & Stipend Rates to be effective starting July 1, 2024 not July 1, 2025

- F. Action - Update the \$21.75 per hour pay rate to \$23.00 per hour retroactively from July 1, 2023 for the Category Z Administrative work for the FEMA Disaster #4720 so it is consistent with the approved pay rate of the Treasurer. (This expense is 100% reimbursable) Starting July 1, 2024 the rate will increase to \$24.00 per hour to be consistent with salary rates of the Treasurer.
- G. Action - Transfer \$1309.00. which is the amount paid for the new laptops, from the Administrative Assistant line item to the Town Computer Equipment Line item as requested by the treasurer for transparency.
- H. Policy Review: Discussion only
 - 1-Any changes/discussion on the current Purchase Policy?
 - 2-Any changes/discussion on the current Conflict of Interest Policy?
 - 3-Any changes/discussion on the current Selectboard Rules of Procedure Policy?
 - 4-Any changes/discussion on the current Town Use Office Policy?
- I. Action - AllClimb Arborist Hazardous tree removal work in the town of Brookline - Review 2 proposals and costs
- J.. FEMA visit update from Friday April 19th
- K. MTAP- Update: Municipal Technical Assistance Program tabled last meeting
- L. Green Up Day -

8:10 6. New Business

- A. Review RFP for Town Wide Reappraisal as prepared by the Listers
- B. Additional Staffing needs -Discussion
- C. Southern Vermont Conservation Manager for Vermont River Conservancy- Hayley Kolding re: Brookline's experience with rivers and how this fits into town planning. Offer to meet as a resource.

8:20 7. Reports and Updates-5 minutes each unless otherwise requested

- A. Highway Supervisor - E. Mark Bills
- B. Selectboard Chair - D. Maggio
- C. Grants/Contracts - S. Noga
- D. Building Commissioner - B. Mello
A request for a total of **10 minutes** to discuss BMH work.
- E. Any other discussion as requested by a selectboard member which does not require a vote.

8:40 8. Warrants

- A. Concur with signing the payroll warrant # 24-42 dated April 24, 2024 in the amount of \$2,911,57
- B. Accounts payable Warrant #

- 8:45 9. Communication
- A. Letter from Vermont Land Trust 4.25.24 RE: Acquisition of Development Rights from the Board of the Green Mountain Conservancy Incorporated amending the original grant to include conserving 49 acres in Brookline.
 - B. Email from Hayley Kolding Conservation Manager for So. VT
- 8:50 10. Set agenda for May 15, 2024
- A. Adopt amended Policies upon second reading:
 - 1) Purchase Policy
 - 2) Conflict of Interest Policy
 - 3) Selectboard Rules of Procedure Policy
 - 4) Town Use Office Policy
 - B. Policy Review/Update
 - 1) Minimum Road Specifications Policy
 - 2) Driveway Culvert Policy
 - 3) Identity Theft Prevention Policy
 - 4) Excess Weight use on roads and bridges Policy
 - C. Brookline Meeting House Update cont.
 - D. TBD
- 9:00 11. Adjourn the meeting