

Draft Minutes

Town of Brookline Selectboard Meeting

Wednesday, June 19, 2024

Present:

Selectboard (SB):

Dorothy Maggio (DM) Chair
Stanley Noga (SN), Vice-Chair
Bruce Mello (BM)
Michael DeSocio (MD)
Doug Wellman (DW)

Town Officers:

E Mark Bills (EMB), Highway
Supervisor

Public:

FactTV online
Hayley Kolding (HK)
Via Zoom:
Jon Ballou (JB)
Helen Holt (HH)
Alyssa Schmidt (AS)

1. Dorothy Maggio called the meeting to order and introduced the attendees.

Vanessa Ballou, Recording Clerk, was not available to attend the meeting.

2. Review/Approve Draft Minutes

A. June 5, 2024 Regular meeting minutes

DM motioned to approve the minutes as presented; BM seconded; motion approved by the 4 SB members present at the June 5th meeting (SN, BM, MD, DW); DM abstained.

3. Changes to the Agenda

A. 5.C. Policy Updates

DM made a motion to table 5.C. Policy Updates until another meeting in July – in a special meeting at the same time the SB reviews the tax rate; SN seconded. During the discussion, the SB discussed whether the road policy needed to be compared with the Orange Book. DM called for a vote for all those in favor of tabling the policies; the motion was approved unanimously.

B. 6. New Business

BM requested time under New Business to discuss dumping at the recycling dumpster, and MD requested adding a debrief on the meeting with the Brookline Meeting House (BMH) Committee.

4. Members of the Public

A. Scheduled members of the public

Hayley Kolding (HK) - Southern Vermont Conservation Manager: Presentation and Q & A
HK described the work Vermont River Conservancy does in protecting and restoring rivers. Their work is funded by the state and by donations. She described how land and rivers can be protected by easements or land transfers and the benefits of river and floodplain restoration. She also described how the organization helps communities plan for flood resilience, river health, and access. The SB discussed specific Town locations with HK where flooding has occurred.

- B. Unscheduled members of the public
None.

5. Unfinished Business

- A. Engineering bid opening for the following sites:

- 1) Ellen Ware Road Culvert, and
- 2) Hill Road Culvert #11 - Historic Stone Arch from 1800 's.

The Town received 3 responses. One company decided not to bid. Of the two bids received, one came in at \$19,000 and the other at \$28,000. The SB needs to determine whether there are special conditions for work done on the historic stone arch that could impact the bids provided. Since the RFP (Request for Proposal) was issued, DM and SN learned that FEMA may do the engineering studies for free, and they need to confirm this before proceeding. DM made a motion to table a decision about the bids until the next SB meeting on July 3rd; SN seconded. Following a discussion, the motion was approved unanimously.

- B. Town Reassessment Bid

The Town Listers sent out five RFP's for bids to reappraise all the property parcels in Brookline. The only bid received was from NEMRC (New England Municipal Resource Center Ltd.) who could start in July 2024 and finish in 2025. Their next availability is in 2029. Their bid was \$3,100 monthly for 12 months (\$37,200 total). Additional costs to the Town include printing and postage and the lister's time to support the process. A full budget will need to be created to cover all costs; the Town has set aside slightly over \$40,000 to cover the reappraisal costs. The State is still providing \$9.50 per parcel towards supporting reappraisals. DM made a motion to accept the bid from NEMRC for the Town of Brookline, understanding that a full budgetary breakout will be designed to meet the needs of the expenses for the project besides the \$3,100 NEMRC monthly fee for the reappraisal. BM seconded; the motion approved unanimously.

- C. Policy Update

Review of the following policies was tabled.

- 1) Collection and Payment of Property Tax/Delinquent Tax Policy
- 2) Credit Card Policy
- 3) Minimum Road Specifications Policy
- 4) Driveway Culvert Policy
- 5) Identity Theft Prevention Policy
- 6) Flag Policy – Tabled until VLCT update

6. New Business

- A. Recycling Dumpster

The SB discussed illegal dumping in and around the recycling dumpster – including a recent incident where garbage and a mattress were dumped. The SB discussed potential interventions including making a sign and placing an announcement on the Town Listserv to inform the Town that the recycling service will be suspended if there is another incident of dumping.

- B. BMH Committee Meeting Debrief

The meeting covered the roles and responsibilities of the SB and the BMH Committee. A follow-up meeting to discuss the priorities for repair and renovation of the BMH will be held in August after the Town Party.

7. Reports / Updates

- A. Highway Supervisor - E. Mark Bills
EMB provided an update regarding warranty work on the excavator and mowing. The group discussed spending \$4,000 to \$6,000 on culverts so that the Town would have an inventory.
- B. Grants/Contracts - S. Noga
 - 1) The FEMA application for the damage site 1344688 on Athens Road has been closed out; the expected FEMA payment is \$8,297.43.
 - 2) The delinquent tax amount is roughly \$62,000.
 - 3) 2WiredGuys would like to begin the process for the annual update in their contract.
 - 4) MD reported that the painting contract has gone from the Town to 802 Painting, and Jon Saccoccio plans to sign the revised mold contract.
- C. Building Commissioner- B. Mello
Updates covered in 6. above.
- D. Finance Review - M. DeSocio & D. Wellman
Covered under 7.B. above.
- E. Selectboard Chair-D. Maggio
 - 1) The Vermont League of Cities and Towns (VLCT) has released new rules/guidelines governing town municipalities that will be effective July 1st, 2024. VLCT released communications concerning insurance coverage of Town flood-damaged property subject to FEMA reimbursement, duration of time the video recording of SB meetings must be posted following finalization of minutes (30 days), requirement that town web pages include a place to file complaints.
 - 2) Other updates included information regarding: additional grants will be available, interest on loans taken out to fund FEMA work may be reimbursable by FEMA, BMH should use obligated ARPA funds to pay for painting, rabid racoon living under a resident's home has been dealt with, planned meeting with Sheriff's department regarding regional policing, round school house meeting to be scheduled, and a resident complaint about spraying of chemicals.
- F. Any other discussion as requested by a selectboard member not requiring a vote
The SB discussed scheduling a special meeting once the 2024/2025 tax rate was released and the potential impact if the tax rate isn't released in time for the tax bills to be mailed by July 15th.

8. Warrants

- A. Payroll Warrant
 - 1) Tabled warrant #24-46
DM made a motion that the SB concur with her action of signing the warrant from May 22, 2024 payroll warrant 24-46 in the amount of \$4,044.21; SN seconded; the motion was approved unanimously.
 - 2) Current payroll warrant
DM made a motion to approve the payroll warrant 24-49 dated June 19, 2024 in the amount of \$2,028.71; BM seconded; the motion was approved unanimously
- B. Accounts Payable Warrant
DM made a motion to approve accounts payable warrant 24-50 dated June 20, 2024 in the amount of \$10,042.99; MD seconded the motion. Based on the review and discussion of the

itemized expenses, DM amended her initial motion - reducing the total by \$2,024. DM motioned to approve warrant 24-50 in the amount of \$8,018.99; SN seconded; the amended motion was approved unanimously.

9. Communications

- A. Regular Mail
Tabled for the next meeting.
- B. Email
None.

10. Set Agenda for the next meeting on Wednesday, July 2, 2024

MD made a motion to schedule the next SB meeting on Tuesday, July 2, 2024; seconded by DM; motion approved unanimously.

- A. Engineering bids.
- B. Review of policies tabled during this meeting.
- C. TBD.

11. Adjourn the Meeting

DM moved to adjourn the meeting and the meeting was **adjourned at 9:38 PM**.

Respectfully submitted, Vanessa Ballou, Recording Clerk