

# Final Minutes

## Town of Brookline Special Selectboard Meeting

Wednesday, July 10, 2024

**Present:**

**Selectboard (SB):**

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

**Town Officers:**

E Mark Bills (EMB) Highway  
Supervisor  
Melissa Brown (MB) Treasurer  
Vanessa Ballou (VB) Recording Clerk

**Public:**

FactTV online

1. **Dorothy Maggio called the meeting to order at 6:38 PM and introduced attendees.**  
Doug Wellman was not available to attend the meeting.
2. **Review/Approve Draft Minutes**
  - A. July 2, 2024 Regular meeting minutes  
DM motioned to approve the minutes for July 2, 2024 as amended; BM seconded; motion approved unanimously by four SB members present.
3. **Changes to the Agenda**  
None.
4. **Members of the Public**
  - A. Scheduled members of the public  
None.
  - B. Unscheduled members of the public  
None.
5. **Unfinished Business**
  - A. Establish Tax Rate for 2024-2025 as presented by Treasurer.  
The Town's municipal tax rate for fiscal year 2024/2025 was presented by category and reviewed for SB approval:

Town Office	0.1975
Highway	0.3650
Town Appropriations	0.0120
Recycling	0.0256
Audit Reserves	0.0054
<b>Total Municipal Tax Rate</b>	<b>0.6055</b>
Veteran's Tax Rate	0.0018
<b>Total Municipal &amp; Veterans Tax Rate for Approval</b>	<b>0.6073</b>

Homestead school tax rate	2.1917
Municipal & Veteran's tax rate	0.6073
Total Homestead Tax Rate	2.7990

Non-Homestead education rate	1.8373
Municipal & Veteran's tax rate	0.6073
Total Non-Homestead Tax Rate	2.4446

DM made a motion to approve the 2024/2025 tax rate of 0.6073 as presented; SN seconded; the motion passed unanimously by the four SB members present.

**B. ACTION - Tabled from July 2, 2024 meeting**

Select Engineering Company to design scope of work for culvert on Ellen Ware Road and the Culvert #11 on Hill Road

SN, having checked references and confirmed licensure for Everett Hammond and New England Consulting Engineers (NECE), reported that both entities were qualified and had positive references. DM motioned to award the bid for design services work on Hill and Ellen Ware Roads to Everett Hammond based on recommendations and pricing that was \$8,000 lower; SN seconded; the motion passed unanimously by the four SB members present.

**C. ACTION - Animal Control Contract with the Windham County Sheriff Department (WCSD)**

DM made a motion to accept the contract with WCSD to be hired as of July 1, 2024; BM seconded; the motion passed unanimously by the four SB members present. The Town will be billed \$111 each month for their services.

**D. Discussion to prepare for BMH meeting in August re: roles/responsibilities of SB and Advisory committee members and current status of projects (painting/rot repair/sealing) including when to expect mold/mildew analysis report from Peter Yost.**

The SB discussed the roles and responsibilities of the SB and BMH Committee. DM will follow-up with the BMH Chair regarding their official roles and responsibilities as well as the changes to the Vermont open meeting law that are effective as of July 1, 2024. The SB and Building Commissioner are waiting for the Yost mold report to finalize plans for sealing the building.

**6. New Business**

None.

**7. Reports / Updates**

**A. Any discussion as requested by a selectboard member not requiring a vote.**

Since the last SB meeting, DM learned that the Floodplain Needs Assessment Survey is to be completed by the Town Floodplain Administrator – a position which has not yet been filled by the Town. DM will contact a Town property owner regarding potential follow-up.

**8. Communications**

**A. Regular Mail**

DM is waiting to hear back from Hayley Kolding (Vermont River Conservancy) regarding language to be used in an email to the Town regarding river easements.

**B. Email**

None.

**9. Set Agenda for the next meeting on Wednesday, July 17, 2024**

- A. FEMA Update - meeting held July 8th
- B. Office Use Policy - related to Newfane Town Hall incident
- C. FactTV services review
- D. Temporary Flood Plain Manager discussion
- E. Planning Commission members
- F. Hazard Mitigation Draft w/ WRC
- G. Recycling area game cameras
- H. The initial cost estimate discussion to put Ellen Ware Road into full-time use.
- I. Highway Supervisor Cell phone / signal booster discussion
- J. Increasing Municipal Capacity for Grants using VLCT's Federal Funding Assistance Program.
- K. Member of the public : Carolyn Mayo-Brown of Putney RE: Trail Marker request near Bennett Rd. near Holland Hill to the Conte Wildlife Area

**10. Adjourn the Meeting**

DM moved to adjourn the meeting and the meeting was **adjourned at 8:07 PM.**

Respectfully submitted, Vanessa Ballou, Recording Clerk