Selectboard Special Budget and Regular Meeting

Monday, December 12, 2022

4:00 P.M.

Chris Letourneau Meeting Room In-Person and/or Teleconference/Virtual

Approved: unapproved

Selectboard Present: Doug Bergstrom (Board Chair), Gary Wright (Vice-Chair), Carolyn Branagan, Dawn Penney, Carl Rosenquist

Selectboard Absent:

Staff Present: Cheryl Letourneau, Administrator and Town Clerk (via Zoom)

Public Present: Suzanna Brown, Ken Minck

1. **Call to Order:** D. Bergstrom called meeting to order at 4:15 pm

2. **Conservation Money**

   Discussion was had on correcting the Silver Lake document with the update of OneCare replacing RiseVT. Ken Minck will bring it back to the board.

   Discussion was had about the drastic change in funds that will be collected from cell tower revenue while the commission keeps its 5%.

   Discussion was had about $500.00 in Conservation to oversee Wetland Education or if this money should be put in Public Works. It is determined this will be left in the Conservation Fund.

3. **Highway Money**

   Discussion was had about making on the road as it was a separate line item yet is only done during times of paving.

$45,000 needs to be put in for the New Garage Paving

T. Cadieux informs that the paving budget was put up $40,000 last year in hopes of paving more roads yet the costs on covered the increase in supplies.

Discussion was had on the State Grants for funding. The town will be responsible for 20% of the total cost of the grant. It is also determined that some grants may need to have the full cost covered by the town and the state would reimburse the 80% later.

Discussion was had about the previous board transferring funds to the reserve fund to make a payment. This board believes that the reserve funds need to be used to reserve the funds until all the money is there to make a payment in full. Discussion continues how to start that and also continue to make payments that are not already in place to be made.

Money from the state is only available for Class 2 roads. T. Cadieux reports that only 12 miles of roads in Georgia are Class 2. There are a total of 30 miles of paved roads and 22 miles of dirt roads in Georgia currently.

Discussion is had on Erosion Control and Erosion Control Materials. T. Cadieux mentions that they received $27,000 last year. The Town needs to cover 20% of that.

Discussion on the Processed Aggregate line. T. Cadieux reports that they overspent this year. Discussion continued with respect to the Clean Water act and the responsibility of the town in Nottingham Dr, the new Town Garage, and the Industrial Park.

Winter Labor should be the same as last year for budgeting purposes. The board did not discuss labor rates in any way. The board respects the employees' rights during their union talks.

Discussion was had on the different bridges in town, what state of repair is needed and the priority to be given to each one. It was determined that $1.1 million is needed to repair the Georgia Shore Bridge and this is what the reserve fund was set up for. It currently had $ $$,$$$ in it. The bridge on Mill River Rd is quoted as needing $1.5 million to fix. Suggestions are to have this put on the ballot for Town Meeting Day. Discussion was had on state funding, reserve funds, and ARPA money.

Discussion was had on equipment. It is determined that there needs to be an increase in small tools. It is also determined that rental fees went up a lot.

ANY EXTRA INFORMATION

4. **Call to Order:** D. Bergstrom called the Regular Meeting to order at 6:53 pm

5. **Chair Update:** None

6. **Selectboard Minutes and Warrants**

a. Approval of Selectboard Regular Meeting Minutes for 11.28.22 & 12.01.22 (Budget Meeting) & 12.05.22 (Budget Meeting) – C. Branagan made the motion to approve the minutes with the grammatical corrections given by D. Penney, G. Wright seconded, all in favor. Motion passed.
b. Approval of Warrants AP #43 & AP #44 – G. Wright made the motion to approve warrant AP #49, C. Branagan seconded, all in favor. Motion passed. G. Wright made the motion to approve AP #44, C. Rosenquist seconded the motion, all in favor. Motion passed.

7. **Public Comment (For items not on the agenda):**

Ken Minck brought up the board making away with the Ethics Policy at the last meeting. He stated that no member of the board should be an employee of the town. D. Penney stated that she called VLCT and the SOS twice with respect to this issue. She also states that the town is following the Chart of Incompatible Offices and the guidance given by VLCT to put anything that could appear as a conflict of interest in the minutes of a meeting.

8. **Correspondence:**

D. Bergstrom informs the board that there was a letter sent to everyone from Northwest Regional Planning Commission requesting funding.

D. Bergstrom also mentions that there is a need for an additional computer for the office because when the Treasurer logs on to the system it bumps the Bookkeeper off. He says it should cost about $1720.

C. Brangan asked about the status of the website update. D. Penney reports having quotes that she can bring forward, but she is trying to ensure that she is comparing apples to apples. She also questions when the purchasing policy will be completed.

9. **Board Business**

a. Bill Hinman - Errors and Omission for Greenbacker Action – This item is no longer needed on the agenda.

b. Roads Names for Rhodes Development Action – D. Penney makes a motion to accept the name ?? North and ?? South if it passes the e911 request that is currently underway, G. Wright seconds, all in favor. Motion passes.

c. Silver Lake – This was addressed earlier in the meeting and is in the minutes.

10. Selectboard Sub Committee & Reports:

a. Town Administrator - C. Letourneau
   - Update on Payroll Company
     C. Letourneau reports she and Bonnie Nichols (Bookkeeper) will be doing a training on 01/03/2022
   - Discuss Cover ideas for Town Report
     C. Letourneau requests the board to think of ideas for the new Town Report.

b. Buildings - (G. Wright and C. Rosenquist)
   - Facilities Use Policy
   - Trails Policy

c. Budget & Finance - (G. Wright & D. Bergstrom)
   - Purchasing Policy

d. Personnel- (D. Bergstrom & C. Rosenquist)
e. Public Works/Grounds/Recreation - (D. Penney & C. Branagan)
f. Committees at the direction of the chair-
g. Cannabis updates - (C. Branagan & C. Rosenquist) –

Other

Plan next meeting and agenda:

a. Thursday December 15, 2022, at 4:30 pm
b. Thursday December 22, 2022, at 4:30 pm
c. Monday December 26, 2022, Meeting has been cancelled.

Executive Session (if needed, pursuant to V.S.A. sec 313)

a. Holiday Cheer
b. Personnel

Motion to go into executive session for a personnel issue made by C. Rosenquist, seconded by G. Wright, all in favor.

8:32 pm – D. Penney made the motion to exit executive session, seconded C. Rosenquist seconded, all in favor. Motion passed.

D. Penney made the motion to send a composed letter to legal counsel for review, seconded by C. Rosenquist, all in favor. Motion passed.

8:33 pm – G. Wright made the motion to adjourn the meeting, D. Penney seconded, and all were in favor. Motion passed.