



Regular Selectboard Meeting

August 22, 2022

Unapproved Minutes

MEMBERS PRESENT: Diane O’Classen, Jeff Cathcart, and Thomasina Magoon

MEMBERS ABSENT:

OTHERS PRESENT: Leo Zhelnin, Dave Sabatini, Jennifer Schutzta (visitor), James Hayes, Marci Hayes, Bill Mathis and Madine Reed.

MEETING CALLED TO ORDER Jeff Cathcart called the meeting to order. 7:04pm

CHANGES TO AGENDA Jeff Cathcart would like to add Vickee’s resignation letter and stone material from the Goshen Dam project. 1 min

MEETING MINUTES Thomasina requested to correct and add a section of what she read from the last meeting regarding the vault. The letter which she read aloud last meeting from Garret (VLCT Lawyer) stated, “a judge in Franklin county ordered the Town Clerk to turn over access codes to the vault to the Treasurer in order to do Town business”, Thomasina requested this to be reflected in the minutes. Thomasina also requested to have the Access Policy on the next agenda, this was left out of this week's agenda. Diane O’Classen motions to accept minutes with changes made by Thomasina, Jeff Cathcart, 2nd. 4 min

MOTION FOR MINUTES

NEW BUSINESS 9 min

Opening of Bids for Carlisle Hill Paving First bid opened for the bottom of Carlisle Hill paving and a section of Capen Hill is from Wilks paving. The bid came in at \$53,134.25. A second bid was open from Pike’s, their bid came in at \$73,134.90. Leo inquired about what part of Carlisle Hill was being done,



Jeff Cathcart gave clarity and reiterated that public comment and questions are reserved for Citizens Concerns section, Jeff stated that the meetings are for the board to conduct their business, they can not do this timely and efficiently with interruptions, Citizens Concerns are the time for the board to hear public comment and questions.

MOTION FOR PAVING BID

Thomasina makes a motion that the Town accepts the bid from Wilkes paving to do Carlisle Hill paving and Capen Hill pavement patching. Diane O’Classen 2nd. Wilkes provided the Town with their insurance. Jeff will correspond with Wilks regarding this.

Vermont Standard Grant Agreement Form

Jeff Cathcart reported that he received from VLCT, information for insurance that they provide for Towns, Jeff clarified that the Town already has insurance through Kinney Pike, and does not need the insurance from VLCT. Jeff will communicate this with VLCT and decline the offer.

Fire Extinguisher Inspection for the Town

Jeff Cathcart stated that the Town has not had their fire extinguishers inspected since 2016. All trucks and building fire extinguishers need to be inspected and ready for use. Thomasina inquired who this would be. Jeff Cathcart stated that Marble Valley provides this service. Jeff Cathcart inquired about having some extinguishers for upstairs if that area is to be used more in the future. He will contact someone to have the fire extinguishers inspected.

OLD BUSINESS

27 min

Town Computers & Network

Thomasina stated that she had a conversation with Scott Perduti, who owns Open Approach, a computer networking business, he deals with networking for large and small municipalities. She inquired with him about his recommendation about what the Town should be doing as far as secure and efficient networking. Thomasina feels that we do not need his services at this time, however she feels



that the Town would benefit from following his guidance and updating how we do things. Thomaisna would like to do an inventory and know that things are secured and are being backed up adequately in case something happens. Thomasina stated that the security cameras need to have footage available because of FOIA, Freedom of information Act, if someone requests footage, the Town needs to be able to provide it. She does not know where the footage goes, if it is stored, how to review it, these are things she feels the board should know. Thomasina stated she would like to do research on the security camera, she would also like to have an inventory of computers the Town owns. Thomasina would like to gather information and have better management over security and equipment. Currently the board has no protocol or oversight over the security camera footage, the computers, or the networking being done. Thomasina also requested to have information obtainable from Dave McKinnon. The board agreed with this.

Event Ordinance

Jeff Cathcart stated that the ordinance is in place and is there as is and must be followed, upholding it is important, if policies are not enforced then there is no reason to have them as they can be disregarded. Diane stated that Blueberry Hill is requesting a refund, Shari is requesting a refund for an Event application she submitted late winter (early 2022). Shari feels she was unnecessarily charged for the event. Marci clarified that the Adventure Dinner last winter came through the office as a liquor control license which let the Town know that there was an event going on at Blueberry Hill. The event was advertised and stated in paperwork as having approximately 120 people over the duration of the weekend. Marci stated that the Event Ordinance as well as the application for the permit states that the fee is "per day of the event" which means an event can be multi-day and the number of people is to be based "per event" not per day. Shari feels that the event was two separate events both of which were under 75 people, thus should not have to pay the permit fee. Marci stated that Shari plans on doing this event again this coming winter and wants clarity with how it pertains to the Event Ordinance.



Diane O'Classen stated that the Event Ordinance as written is very clear. Marci will keep working on the Frequently Asked Question document to help people understand the ordinance. Thomasina wanted to clarify that private parties not charging, would they need a permit or not. Marci said no, private gatherings, anything that is done in large groups without monetary compensation does not need to have an event permit. It is only for people charging a fee, essentially for businesses. Marci added that in her research this is how every event ordinance she has read is, they are specifically for business and people that are in some form, engaging in monetary transactions. People that are not charging but are having an event with more than 75 people do not need to file an event permit. Diane O'Classen stated that it is courtesy for those people to let the Town know, however they do not need to.

Time Sheets

Marci stated that the extra time sheet Susanne is requesting is for equipment maintenance. Susanne would like to have this as a separate time sheet. The board reviewed the timesheets and thinks that there are too many separate sheets, as this makes three timesheets for the road crew to fill out. Marci added that on the timesheet it states which account the funds are to come out of, this is to help Susanne. Thomasina will work on making less timesheets, but still having the necessary information for Susanne. This will be revisited at the next meeting.

Resignation from Vickey

Vickey stated in a letter addressed to the board, that August 31, 2022 is the last day she will be working, she further stated that she has enjoyed the position over the years.

Vickey also noted in the letter that there are no delinquent taxes in 2022.

Marci added that she would like to have more line items in the budget, she feels that this would help with being specific with where the money is going and help with any tracking or research that may be needed. She will bring this up during the budget meetings in November. Jeff requested that she



add this to the list for that meeting.

ROADS Jeff Cathcart stated that the starter is repaired and the loader started up with no issues. The cylinder was replaced and fixed. Thomasina inquired about the culverts. Jim stated that culverts will take about a day per culvert. Bagley has been hard to get a hold of. Jim stated that Elsie complained about some trees in the road. Jim pushed them back with the backhoe. 14 min

Jeff Cathcart stated that he was emailed by the people working at the dam and material can be gotten from the dam, this material is predominately shot rock. Discussion followed on this. Thomasina inquired about where this could be stored. Jeff stated that this could be stored at the pit. The people working on the dam stated that the Town can go to the dam and they will load the trucks, then the road crew can bring the material to the pit. Jim stated that Pidgeon's said hauling of material/site clean up was part of the contract for the dam job that they are being paid for. The initial conversation regarding this, it was stated that the people working at the dam would load, haul, and deliver the material to the pit with their own equipment and time, as it was something they had to remove. Now it seems that they want the Town to haul the stone to the pit. Jim further said that the material may be dirty, if the rocks were used at the bottom of the dam to drive on then they will be very muddy and this means the material would have to be cleaned for them to use, or it is useless. Thomasina inquired if it would be worth hiring someone to haul the stone from the dam to the pit. Jim said that a tri-axle runs about \$120 an hour. Thomasina inquired how much it would be to buy good clean stone. Jim said about \$200 a load. Jim said that the stones will be full of sediment and muck. Jeff Cathcart will talk to the people at the dam. Jim stated that if this is good material they would not be giving it away. Jeff would like to take a look at the condition of the material at the dam with Jim.



CITIZENS CONCERNS Madine inquired about Leo's concern with where things are being paved. Leo has since left the meeting. Dave Sabatini inquired about cold patching. Jim stated that a cold patch will be done only on Town Hill Rd, as Carlisle will be paved soon so it does not make sense to put expensive material in a hole before the pavement occurs. Marci said she can fill holes with cold patch. Dave Sabatini stated that the alders by Lawton are on the road. He would like to remove this. He would like to be given sections of the road that need brush cutting and he can do those sections. Marci stated that at the previous meeting it was said that areas would be agreed on and marked out by Jeff and Jim and that this would be a job that would go out to bid. Thomasina stated that it makes sense to do the boom mower out first. Jim said he was having a hard time getting a hold of Bagley. Marci will try getting a hold of him. 14 min

ANY OTHER BUSINESS

EXECUTIVE SESSION IF NEEDED

MOTION TO ADJOURN Diane O'Classen motions to adjourn, Thomasina 2nd. 8:12pm

Respectfully submitted by Marci Hayes