



SPECIAL SELECTBOARD MEETING

January 16, 2023 | 6:30 pm

Meeting held at the Goshen Town Office

Unapproved Minutes

- MEMBERS PRESENT:** Thomasina Magoon, Tammy Walsh, and Bill Mathis
- OTHERS PRESENT:** David Sabatini
- ABSENT:** Jim Hayes and Marci Hayes (called and emailed, no response)

Meeting Called to Order	Bill Mathis called the meeting to order	7:02 PM
Executive Session – Personnel	None at this time – No personnel present	
Public Comment	Opportunity for the public to briefly present issues, ideas,,resent and suggestnd concerns not on this agenda. Some issues may require additional agenda time scheduled for a later meeting date—at discretion of board chair.	
	David Sabatini inquired about the RFP Bids that went out for the garbage collection and the decision to include tipping fees in the bid. He also inquired about the process of extra-bag tickets for sale with the town clerk for contractors to pick up excess garbage.	7:26 PM
New Business	Buildings & Grounds Use Policy and Agreement	
	The previous version of the policy required clarifications due to recent incidents where the town hall was reserved and there was no one scheduled to open, inspect and close the hall...The current policy was unclear on scheduling, approvals, and fees.. it was proposed that there be a \$50 damage deposit for Goshen residents, plus a \$25 fee for the town official who opens, inspects and closes the hall. This fee may be returned to the event sponsor at the official’s discretion.	7:34 PM
	MOTION Thomasina Magoon moved to accept the revised Buildings & Grounds Use Policy and Agreement as presented, Tammy Walsh seconded, motion carried. The revision was signed	
Roads	Employee Scheduling/Hiring Process	7:41 PM
	It was brought to the attention of the board by the auditors.	



that we have several former employees currently being covered by town insurance. This is costly. After a brief discussion on the pros and cons of carrying former employees on insurance, the consensus was that individuals who have not submitted a timesheet in the last six months, be considered non-employees.

MOTION

Tammy Walsh moved the removal of all former employees who have not submitted a timesheet in the last six months be removed from the town's insurance policies and no longer be considered an employee and are ineligible for future pay and emoluments.. Thomasina Magoon seconded, motion carried.

Vehicle Maintenance and Expenditure Approval Process

7:58 PM

Thomasina Magoon stated that after a close review of the year-to-date budget for the Equipment and Maintenance allocation, we will need to be cautious and pay close attention for the remainder of the year as we are dangerously close to going over budget, with almost 6-months left.

MOTION

Tammy Walsh moved that henceforth all parts and supply purchases; and scheduling of external or internal maintenance on vehicles will be pre-authorized by Tammy. Thomasina Magoon seconded, motion carried.

Additionally, Bill Mathis stated that two employees in one truck can be costly. There is no law or state requirement, nor common practice where a second employee is authorized to ride shotgun, and both employees file for renumeration..

MOTION

Bill Mathis motioned for only the driver of a town vehicle to be authorized to submit a timesheet. Tammy Walsh seconded, motion carried.

New Road Timesheet and Weekly Submission Deadline

8:10 PM

Tammy stated that is has been difficult to understand the actual work being done when the orders are presented only minutes before the bi-monthly selectboard meeting and often the timesheets are from almost 30 days ago. This process denies the board its obligation to serve as a prudent fiscal check and balance. is no way to track and manage the roads, work being done, etc., which is 100% the selectboard's responsibility, as they are the Road Commissioner and have to manage the road budget. The board is accountable. This is way to difficult to do when timesheets are so far out. Thomasina stated that she suggested this earlier in the year and that is was a "no go". She said she would also like to see codes on the road timesheets in order to collect data for budget planning and tracking.



MOTION Tammy Walsh motioned to require the weekly submission of road crew timesheets. Timesheets are to be left in the town office in the selectboard's mailbox every Friday. The first date for this collection will be January 26th and will include time worked for Sunday, January 14th through Saturday, January 20th. The work week moving forward will be Sunday to Saturday. Any timesheets outstanding prior to Sunday, January 14th will also need to be submitted on January 26th. Thomasina Magoon seconded, motion carries.

Thomasina Magoon clarified that this will not change when the payroll is paid, as that schedule will remain the same.

ACRPC & VTRANS Point Person

8:11 PM

Thomasina Magoon asked the board to recongnize her in the minutes as the authorized contact for ACRPC and VT Trans to speak and act on behalf of the board.

Bill Mathis motioned for Thomasina Magoon to be the authorized point of contact for ACRPC and VT Trans, Tammy Walsh seconded, motion carried.

MOTION Motion made by Thomasina to Adjourn, seconded by Tammy, motion carried.

8:13 PM