



**Selectboard Meeting
February 13, 2023
Unapproved Minutes**

Members Present: Thomasina Magoon, Tammy Walsh, and Bill Mathis.

Others Present: Chad Chamberlain, Elsie Sherril, Dave Sabatini, David Hochmann, Al Gionet, Marci Hayes, and Jim Hayes

Meeting delayed briefly, awaiting the Chair to arrive.

Meeting Called to Order at 7:14pm

Changes to the Agenda.....2 minutes

Thomasina would like to add under New Business; Shawn and Romana Martin, Town Meeting, and absentee ballots. Policy and Ordinance and fire contract to be added under Old Business.

Previous Meeting Minutes.....2 minutes

Thomasina requests respectfully that the minutes be brief and not in narrative style. Stating “discussion was had” should suffice and there is the recording that people can listen to if they want more information. Thomasina is concerned about something in the minutes which she was not able to hear on the recording (refer to recording [1-23-23](#), time 1:35:03). Thomasina read the section in question as written in the minutes of 1-23-23 stating “Tammy stated that she approached Keith at his house and that he had concerns regarding Marci’s level of honesty and further stated he as a town resident can put a curb cut wherever he wants to on his property”. Thomasina acknowledged and Tammy confirmed that the later part of the sentence was said, but not the first part. She is concerned with this as could be liable and is not necessary in the minutes. Thomasina would like the minutes to stick to business and not be a narrative. Thomasina makes a motion to have this change reflected in the minutes, Tammy 2nd.

Public Comment.....12 minutes

Shari Brown inquired when it is appropriate to comment on agenda items pertaining to Blueberry Hill. Thomasina stated the agenda item is for the 3 day event and Shari may comment during that discussion. Liquor licenses will also be addressed on agenda. Shari inquired what the process is for her to make a request for review and adjustments/changes regarding the Special Events Ordinance and Campground bylaws. Bill Mathis stated this can be put on a future agenda. Shari would like to offer Blueberry Hill Inn as an alternative emergency location. This could be for water, shelter, phone, and other resources. Tammy thanked Shari for doing this for the Town. Shari would like to be on a committee for emergency response if there is one. Bill requested a confidential list of vulnerable people in the community to be checked on during an emergency.

Dave Hochmann inquired if any bids have come in formally for garbage collecting. Thomasina stated she is the contact person and has spoken with three contractors, aside from Dave Sabatini. Thomasina has not received anything officially. She has emailed out notifying waste businesses listed from the Addison Solid Waste area business list, as well as to Tracy Whyman. Dave Hochmann inquired why this could not be on the ballot. Thomasina stated that the Board desired to have a discussion around the matter at Town meeting. Bill added that there is a requirement on having a three part vote. Marci stated that in Goshen the budget/financial items are voted on the floor.

Dave Sabatini had further comment on the minutes. Dave Sabatini was concerned that Marci did not have the paperwork regarding his curb access permit to the Board when this was on the agenda, he inquired why. Marci inquired if she could answer. Thomasina stated this is a citizen concern and would like no dialogue on this. Dave Hochmann inquired about when citizens may voice concerns or comments during meetings. Dave Hochmann thought it may be good to have the formal citizen concern 15 min comment section at the beginning then again at the end. Thomasina stated that this is a Selectboard Meeting, she has been a participant at meetings where the Board did not allow people to comment at all during meetings. Thomasina prefers people are allowed to speak up and not get into big dialogue but have comments. Bill stated that nice conversations are good but if it gets argumentative he will use the gavel.

Financial Report Review YTD (from Treasurer—only first mtg of every month)

Thomasina stated this report was not available for this meeting, she emailed Susanne requesting this be emailed to the Board. The Balance sheet was given, but not the profit and loss report.

Roads.....15 minutes

Vehicle Maintenance/Supplies Pre-Approval Updates - Tammy inquired what is going on with the chains as there is only one chain on the truck. Jim said that the chains are on the tire that spins. Having two on increases the damage to pavement especially in the early spring/mud season. The new chains are in the Town Garage in the bag they came in. Tammy made an application with Brenntag out of West Rutland (a lubricant company), they offer 55 gallon barrels \$400 cheaper than Green Mountain Garage (our current supplier), they deliver and take old barrels back for a \$15 charge, delivery is \$15. Tammy would like to go ahead and get all Town oil (engine and tractor hydraulic) from them and save the Town money. Tammy would like to no longer get oil from Green Mountain Garage. Jim requested to know the viscosity on the barrel to see if the oil product match that of Green Mountain’s oil. Tammy stated that there are three different viscosities offered from Brenntag at approximately \$50 difference between each. Jim said that this is unusual to have such a price difference for the same product, he wants to verify it is the same. Jim requests this information to check on this before anything is ordered. Tammy said that Green Mountain Garage purchases their oil from Brenntag. Tammy inquired how many gallons a month are used, Jim said that this is not something that can ever be known as it is dependent on equipment use and any broken lines and parts, this fluctuates constantly.

Sand Supply Update- Jim reported seven loads of sand coming tomorrow. Jim stated road gravel needs to be ordered as roads are starting to break up, within the week he would like to get at least 10 tandem loads of ¾ inch minus stock piled at Town Garage. Roads will be posted around Town Meeting, this is dependent on when roads thaw, a date which changes every year. Jim likes to post the roads as late as he can to give loggers as much time as possible for their work. Thomasina inquires how Jim feels about the road that was bomagged last year. Jim said so far so good, during mud time more will be known. Tammy received complaints about dust on the flats on Carlisle Hill Rd where the pavement was taken up. Jim feels that mud will happen along this road due to the amount of ice and water around this road, he doesn't recommend paving due to the amount of water.

Project Planning for 2023 - using Capital Improvement Plan. Jim reported that approximately 2/3rds of the culverts on the list have been done. Jim has more to do and some will need a GPS locator. Thomasina would like to have a meeting in the spring to check and make sure the ones listed as critical have been done. There are approximately 30 culverts listed as critical, six culverts are scheduled per year to be replaced. Thoamsina stated this information is on the website under roads. Jim said there are four he has earmarked this year, the other two the Board can determine which ones get replaced. Board requests Jim to make a list. Jim stated he will do so, they are on South Hill and Goshen Ripton Rd.

Building Access – Tammy stated that she will be having the lock sets on Town Garage changed. The road crew will be given the new key.

Timesheets- Tammy stated the request to have the road crew put in the time sheet was not followed. Time for only road crew was asked to be turned into the Board every Friday, they were not put in for two weeks. Marci stated they both put in their time on Monday and requests time goes in on Monday not Friday as time for pay period is turned in on Mondays of meeting (when all timesheets are due indicated in Time Sheet Policy. Tammy stated this would be fine.

New Business.....25 minutes

South Hill Road Reroute Update- Tabled

Garbage & Recycling Audit Report - Dave Sabatini stated Addison County Solid Waste Management District (ACSWMD) requires an audit done every year, which records how much recycling and garbage tonnage the Town produces in a year. Dave stated that a large amount of money shows up in the audit from when grader tires were brought up and an unknown load of recycling was brought up, which he found out was from the road crew that brought recycling up. This was when the truck broke while fully loaded with recycling, once the truck was fixed the load was brought up by the road crew during the time that Dave Sabatini held the garbage/waste contract. Dave Sabatini inquired about Camp Thorpe and what arrangement was made with them. Dave stated that the contractor is required to pick up recycling and garbage by law. Whoever is picking up Camp Thorpe trash should also be picking up recycling. Tammy believes

this to be Van Denton, she also noted that the camp sessions are non-profit but weddings and other events they would be making arrangements for waste collection for that, she will look into this further. Dave Sabatini is inquiring due to bidding for garbage collection. Marci stated that the Town has picked up recycling only (never trash) from Camp Thorpe while camp is in session which is approximately 6 weeks out of the year. The rest of the year no waste or recycling is picked up from Camp Thorpe, which includes when they have events. Thomasina inquires if the contractor is required to do the audit or is the Town required to do the audit with Addison County Solid Waste. Dave Sabatini stated that anyone who hauls in Vermont needs a permit, whether Town or private, and Addison County audits each hauler (Town or private).

Shawn and Romana Martin- Thomasina would like it known in the minutes that Shawn and Romana Martin lost their adult son and are seeking help financially for the funeral expenses. Thomasina would like to raise funds and get together as a community to help Shawn and his family. A funeral service was held in Colchester. They are hoping to raise \$15,000.00 Chad Chamberlain reported last he saw they have raised approximately \$9,000. Thomasina will have this put on the Town website.

Sabatini Permitting Issue- Thomasina stated that she has done research on this. Thomasina would like to table this issue. No objections. Bill inquired if this would go into executive session on this, Thomasina thought perhaps, but not at tonight's meeting.

GHS Advertising Billing for Event- Thomasina stated in last orders signed, there were two ads placed for Goshen Historical Society that were charged to the Town account, Thomasina would like a motion to bill back the Goshen Historical Society. Marci stated that a check has been given to Susanne for this. Marci explained that the billing was supposed to be addressed to the Historical Society, not the Town, however it was addressed to the Town of Goshen in error. Marci stated moving forward the Historical Society has a separate mailing address and will no longer need to use the Town Office address.

Town Clerk Permission Oversight Municipal Buildings & Grounds and contact with Insurance Agent and Town Attorney- Thomasina has no knowledge of what previous Boards gave regarding permission to the Town Clerk and Assistant Town Clerk to manage the buildings as far as the heating and plumbing. Thomasina stated that moving forward this Board would like to manage the maintenance and upkeep of the municipal buildings including heating, electrical, and plumbing. Thomasina additionally states the Board will be the only authorized people to contact the Insurance Agency regarding bonding and adding/removing people from Town insurance. This further includes that the Board is the only authorized people that are to contact the Town Attorney. Calls should not be happening to the Town Attorney or Town Insurance Agent except by the Board. Bill stated general maintenance is the responsibility of the Board by state statute.

Liquor Control Permits Process- Thomasina has an email that Rosie sent regarding the process. Marci stated that usually a request for Liquor control comes from the State, but is unsure of this

as this is something Rosemary handles, Marci does not process any of the Liquor Licensing. Bill inquires what is the State and Local responsibility and if the Town is involved by law. Marci stated as the event is occurring and liquor is being served in the Town, the Town is involved as well as the State. Shari stated that a vendor for one of her events has applied for a liquor license to the Town (1-20-23), the Town then submits it to the Department of Liquor Control and it is then uploaded to the portal. This has not been done. Marci stated that she is aware of Rosie receiving a request for this but is unsure how it was processed. Thomasina found an email from Rosie inquiring how the Board wants to handle liquor control. Bill is concerned with who is liable. Thoamsina read email from the Town Clerk dated 1/31/2023

“The state has changed how liquor licenses are done, we get requests to cater. (Mostly for weddings.) I am wondering if you could put on your agenda to discuss how you would like to handle them? We do not have a liquor board so therefore it falls to the SB. In the past the town clerk had to sign them, now electronically I have to approve or decline. I am a little concerned about giving them to you to take care of in a SB meeting because some times the event is 10 days or less out. I have attached a copy of what I get. I think the easiest way to handle this is: I scan and send it to you and you each respond separately using your own email if you approve or decline. If two agree then I will approve it. You have to do it separately and with different emails so that it can not be considered a meeting. Look forward to getting your response.”

Thomasina makes a motion that the liquor license goes to the selectboard first, unless it is less than 10 days, Tammy 2nd.

Thomasina makes a motion that the liquor control request is approved for Shari’s event, Tammy 2nd. Marci will notify Rosie of this tomorrow.

Repair of leaky water tank in Town Office- Tammy received two proposals, a third bid proposal will be received tomorrow, this is to replace the water tank in the Town Office, which is leaking. The interested parties are Willy Maynard, TK Plumbing, and Dundons. Tammy inquired how old the tank is, Jim stated 10 or more years. Thomasina inquired if perhaps this happened during the cold snap. Jim is unsure if there is insulation under the floor. **Thomasina motions to approve the lower bid, \$1,185 for the replacement of the water tank in the Town Office with Willy Maynard, 2nd by Tammy.** A certificate of insurance will be needed.

Event Permit Blueberry Hill- Thomasina stated that a permit is not needed as the event has less than 60 people per day, no permit is needed. Thomasina would like it publicly known that the Board was not looking for a permit from Blueberry Hill.

Town Meeting Hosting Absentee Ballots- Thomasian stated traditionally a potluck dinner has been done. Thomasina was at a Board of Civil Authority meeting. The people that normally have organized the potluck have decided not to organize this, so no pot luck dinner is being done this year. Thomasina would like to further state that the current Board never stated that the

Citizens Club could not do a dinner in January or February, there was only a question of the use of the facility and notification to the Board, the issue was that know one knew about it. Bill stated that the decision was made to him by an irate person, the decision did not come from the Board. Thomasina added that the Selectboard will be hosting this year an hour before Town meeting coffee, tea, brownies and cookies, etc. Thomasina will have this on the website and she hopes people come and commune with the community, she would like to see many people. Bill would like a sign put up regarding this. Thomasina inquired about the Absentee Ballots and when they are to go out. Marci confirmed that they have been received Friday and they will be mailed out tomorrow. Thomasina inquires about what the process is for absentee ballots. Marci stated if people need a ballot they are to make a request, they can call, come in, or request online. There is a form that is filled out and people can choose which election they are requesting ballots for. Thomasina requests that Marci put on the website or email her the information and she will put it on the website for how to request absentee ballots. Marci stated that Rosie, the Town Clerk who is also the Election Official is the best resource for anyone inquiring about the election process. Marci stated that she is incredibly knowledgeable in this area, people can call the Town Office or email her at townclerk@goshenvt.org

Old Business.....12 minutes

Curb Cut Sabatini - Thomasina stated curb cut was discussed previously, there are certain parameters/conditions that need to be met and once installed will be inspected by Jim Hayes (Road Foreman). **Thomasina makes a motion to approve the curb cut for Dave Sabatini, Bill Mathis 2nd.**

Security Camera(s) Quotes- Thomasina stated four requests for quotes were sent out, one was received back from Royal Glass which is pricey. Thomasina requested a quote for four cameras, (interior and exterior in Town Office and Town Garage). Two other businesses stated that they are not interested in putting in security for Goshen as the project is too small. Thomasina would like to have three quotes before she presents anything. This would be for a server in the Town Office where all the feed is to go, there would be a policy in place that if there is an incident that there would be two log in's required from two selectboard members who would sit down together, thus making it where this is not one person with the control. There would be a log if they look at footage. Bill inquired what happens if a thief takes the camera and server. Thomasina stated that there can be a considerable increase in money spent to have footage monitored off site. Marci clarified that footage would then be requested from an off site location. Thomasina clarified that the policy would be along the lines that if an incident happens, then two selectboard members would view the footage, she added it could also be a selectboard member and constable. Thomasina stated that it was a concern that a private citizen had the feed and software for the security camera, which is illegal for many reasons. Thomasina will have a comprehensive presentation on this for the next meeting. Marci would like for the quote to include the cost to have the viewing/recording access be handled from an outside source, not internally.

Garbage Services – Letter to the Community sent – RFP’s Posted- Due Feb. 22. Letters were sent to each citizen.

Heat Pump Installation – February 17th Condenser Cover – Quote Coming- Fischer was supposed to come on the 2nd, called and rescheduled. They will be coming Friday of this week. He will give a quote for the cover and the Generator for Town Hall and Town Office.

Policy Handbook-Thomasina is making a Policy Ordinance and Permits notebook. This will be in a binder in the Town Hall for meetings and they will be on the website as well. Marci stated that policies are also kept in the vault and in the binder with the minutes for people to view at the Town Office as well. Thoamsina would like to add job descriptions and other things. Bill would like to think about making sure the Town Office is open more than one half day a week. Tammy and Thomasina both think that this would be good. Marci stated that the hours worked are set by the Town Clerk. Tammy inquired if Rosie works from home she could also work from the Office. Tammy checked with eleven other Towns the size of Goshen, some are open 5 days a week some 2, none are open just one day. Marci stated it doesn't hurt to make the request to the Town Clerk.

Fire Department- Brandon stated Goshen does not have a Fire Contract. This will be addressed at a later meeting. Brandon currently has an agreement with Leicester. Marci stated the understanding is that there is a response per incident, and the cost is billed to the Town, who receives reimbursement from the homeowner. Thomasina would like to have better information, options, and understanding on what services are provided as no information is known. Marci recalls this being discussed in past minutes. Thomasina expressed frustration with accessible information for the Board to be able to find, especially with a new Board. Bill stated that information for headings can be gotten from VLCT.

Executive Session

Motion to Adjourn made at 8:23pm

Bill informed that the Board members will be staying behind to look at orders and sign contracts.

Respectfully Submitted by Marci Hayes