



REGULAR SPECIAL SELECTBOARD MEETING

Thursday, April 10, 2023 | 6:30 pm

Meeting held at the Goshen Town Hall

Unapproved Minutes

MEMBERS PRESENT: Thomasina Magoon, Tammy Walsh, and Bill Mathis, and Timmi Moffi, SB Clerk

OTHERS PRESENT: Bob West, Madine Reed, Ken Brown, Jim Hayes, Dave Sabatini, Madison Shopshire

Meeting		6:40
Called To Order	BM called meeting to order	
Changes to Agenda		
Public Comment	Opportunity for the public to briefly present issues, ideas, present and suggested concerns not on this agenda. Some issues may require additional agenda time scheduled for a later meeting date—at discretion of board chair.	

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

6:49

NO Treasurer present

TM motions to approve meeting minutes from 3/13 but needs to have a typo corrected from 3/27 minutes. Statement under citizens concerns line three should read “illegal” not “legal”.

6:40

TM motions to approve both meeting minutes after correction. TW seconds, all in favor, motion carries.

TM motions to approve special meeting minutes from 3/30 TW seconds, all in favor, motion carries.

Madine inquires about the terms for Cemetery Committee and thinks they may have been written incorrectly based on how they were voted on at Town Meeting. Further discussion on this topic. Selectboard agrees that it does need to be changed in the appointments.

TM motions to appoint Ken Brown for the 3 year term, Lee Baker for the 2 year term and Diane O’Classen for the 1 year term. TW seconds, all in favor, motion carries.

Madine states, neither she nor Diane O’Classen can hold the position of Trustee of Public Funds due to holding conflicting positions. TM will contact Diane O’Classen and inquire which position of the two she wants to retain. The open position will be listed on the website.



New Business

Energy Coordinator Presentation

6:55

Madison Shopshire from ACRPC presented info on grant money available through the Municipal Energy Resilience Program. Free energy audit for town owned buildings. \$500 000 no match grant for weatherization and infrastructure to support. During assessment, if buildings are found to be non ADA compliant then grant money also must be spent to bring these buildings into compliance. Goshen is a high priority town due to energy burden- higher costs VS lower income. The assessment needs to be done by the end of this year. After assessment and application money would be available early 2024. Further discussion on this subject. Bob West as Energy Coordinator agrees to spearhead this project.

TM motions that the Selectboard appoint Bob West as MERP grant point person TW seconds, all in favor, motion carries.

7:11

Cemetery Committee Request / Landscape Contract

Ken Brown presented Selectboard with previous contract for maintenance in 2013. Ken wonders whether town building grounds should be separated from cemetery. Selectboard decides it should be kept as one contract. Further discussion on the bid. Discussion on budget and remaining money for this fiscal year. TM will use the previous contract to type up the bid and get it over to Ken for the Cemetery Committee meeting. The Cemetery Committee will put it out to bid after discussing at their meeting.

Job Descriptions - Zoning Administrator and SB Clerk

7:34

BM has been working on job descriptions but there needs to be a working session to make edits and get them completed. Meeting is set for WED 4/12 at 6pm

BMW Permit

7:36

Deposit has been made and dates are set for Sept 8,9 &10 **TM motions to approve permit. TW seconds, all in favor, motion carries.**



Town Office Hours/Schedule

7:38

TM requests to address Town Clerk office hours and schedules for other office employees now that Covid is over. TM acknowledges that the Town Clerk, per State Statute, has the authority to set the office hours and Rosemary has chosen 9-1 on Tuesdays. TM states that she feels hours the Town Clerk works from home do not benefit the community. TM also states the need to have a posted schedule for all positions with office hours listed. Further discussion on this subject.

TM motions that the Town Clerk hours are only to be clocked while working in the office. BM seconds, all in favor, motion carries.

Handing in checks weekly - Holding Checks

7:49

TM states checks that are handed in at the office for fees need to be cashed in a timely manner. Dog license checks were held for almost a

Technology Assessment / Changes

7:50

TM states that an assessment needs to be made to see where the town currently stands with technology, where the weaknesses are and what needs to be implemented. TM states there needs to be a more professional approach to the way IT has currently been dealt with. Further discussion on this subject.

TM motions that the Selectboard declares the IT technology contract is vacant at this time.

BM seconds this motion but states he would like further discussion before the vote. BM states he has concerns about both the technology and the town financial records. BM states the need for an outside assessment for both. Further discussion on this subject.

All in favor, motion carries.

BM motions that the town employ a CPA to see what the financial status is of the Goshen Town accounts. TM seconds with the discussion that the town currently employs a CPA who is familiar with the books. Further discussion on this subject. BM motions to employ a CPA to do an audit of the books. TM seconds, all in favor, motion carries.

Jim Hayes Retirement Celebration - June 3rd

7:59

More information to come. This is posted on the website.

Separate Selectboard Mailbox/Moving Outside Ballot Box

8:01

BM proposes to replace the Selectboard mailbox with a more secure system. Further discussion on this subject.

TM thinks the Ballot Box outside should be moved. Jim states it is able to be moved. TW has measured and it can be moved to over by the ramp. Further discussion on this subject.



Assistant Treasurer

8:07

Tabled

Temporary ZA - Posting Position Timeline

Keith Arlund is willing to be the acting temporary Zoning Administrator. TM will discuss this option with Chad Chamberlain. The Selectboard will finalize a ZA job description and post the position.

Roads

Road Foreman Exit Plan Meeting Review

8:08

Selectboard and Jim agreed the meeting went well.

New Temp Road Hires Intro

8:09

Jeremy Disorda has spent some time grading with Jim. The grader will need brake work soon but Jim stated he has put this off due to the major size and expense of the job. Further discussion on this subject. Jim gave Jeremy keys to fuel tank. TW will get Jeremy keys to the town garage. Lower half of Carlisle Hill Rd done today. North Goshen still has frost but Jim says they'll go ahead and grade from the top of Carlisle Hill Rd to BBH Inn but wait until more gravel to do past BBH Inn to Ripton.

Another 7 loads of gravel will be delivered through today and tomorrow. Selectboard inquires if more is needed, Jim says if we can afford it. Summer materials line item money is almost used up. Discussion on using excess winter material budget on summer. TM will look into whether this is acceptable accounting practice.

Review Timeline for Next Steps for Roads

8:25

Job Posting/Descriptions - Road Foreman

Selectboard is working on a job description for the Road Foreman position and it will be posted in the paper when complete.

FLAP Grant Update

8:27

We did not receive the FLAP grant. We have requested a copy of the grading results to assist in future grant writing.

Highway Pavement Grants

8:28

Class 2 resurfacing grant

Due on 4/15 TM is working on this with Trans and will submit.

MRGP Annual Fee \$416.67 (we received permit)

8:29

This is a yearly amount that is due.



www.goshenvt.org

Old Business

(802) 247-6455

Town of Goshen

50 Carlisle Hill Road | Goshen, Vermont 05733

Grant Opportunities

Efficiency Vermont Lighting Grant Meeting

8:30

TM and Bob West will be meeting on Thursday with Efficiency Vermont for a walk through.

FY2023 Nonprofit Security Grant Program

8:30

TM still has not had time to look into this.

Town Hall Roof Re-bid

8:31

TM stated that the plan is to get the roof patched and look into grants. Jim stated there are no soffit vents up there suggests putting in vents on both ends. Further discussion on this subject and grants.

Ruth Stone Grant Support Letter

8:39

TM sent in the letter of support to the Ruth Stone House

Madine requests to be taken off of the OCCUD broadband position as she doesn't have time for it. TM will correct this on the website.

Executive
Session

Motion to
Adjourn

BM motions to adjourn. TW seconds, all in favor, meeting adjourned.

8:41

Respectfully Submitted,
Timmi Moffi, Selectboard Clerk