



REGULAR SELECTBOARD MEETING

Monday August 28, 2023 6:30pm

Meeting held at Goshen Town Hall

Unapproved minutes

MEMBERS PRESENT: Bill Mathis, Thomasina Magoon and Timmi Moffi, Selectboard Clerk

MEMBERS ABSENT: Tammy Walsh

OTHERS PRESENT: Bob West, Dave Sabatini, Ariel Martin, Shawn Martin, Michael Mahoney, Ramona Martin, Jeff Whiting, Marty Fjeld, Al Gionet and Will Mathis

Mathis calls the meeting to order at 6:52

CHANGES TO AGENDA- Magoon would like to add the review and approval of minutes from the Board of Civil Authority Meeting on 8-22-2023

Magoon moves to approve the minutes from the Board of Civil Authority meeting on 8-22-2023. Mathis seconds, motion carries.

Magoon moves to approve the minutes from the Selectboard meeting on 8-14-2023. Mathis seconds, motion carries.

PUBLIC COMMENT- Sabatini wonders if the meetings should go back to a 7pm start time due to the meetings starting late. Magoon would like to keep the start time at 6:30. Mathis states he has been late for the last few meetings but will attempt to be more timely.

NEW BUSINESS

Road Personnel- tabled until next meeting with Walsh present.

Driveway Access Updates- Magoon shares that the Selectboard has received an email from VLCT lawyer, Carl Anders, regarding how to proceed with the change to the Town ByLaws if that is the direction decided upon. Whiting points out that there are a number of curb cuts around town that do not have culverts properly installed. Magoon inquires as to how this issue is policed. Magoon states that bylaws and policies must have some teeth so issues can be properly enforced. Magoon suggests scheduling a meeting with Chad Chamberlain, Chair of the Planning Commission and Keith Arlund, Zoning Administrator, to review guidelines and make a decision on how to move forward. Magoon will send out an email asking for a date that works for this committee to meet. Walsh has been working on a list of curb cuts that appear to be an issue. After



a list is compiled the town will work with homeowners to bring people into compliance. Whiting states that some driveways that present a problem may be “grandfathered in”. Moffi states that ACRP stated that permits must be checked by the ZA so that non permitted access/projects don’t become “grandfathered in” after 15 years. Magoon has been working on updating permit applications and they will be posted online. Included in this is the response time that the property owner can expect, with regards to their application. There have been issues with this not happening in a timely manner. Historically the Selectboard has had no idea what permits have been applied for and where those permits stand in the process. Magoon suggests that Fjeld, as the Town Clerk working with the ZA, could compile a monthly report to keep the Selectboard updated on permit applications.

Town Emails- Magoon states that all elected and appointed officials have a Town email address set up for them. Using these email addresses is important to retain a record of communications for all Town business. If an official position changes personnel, a record can still be accessed and maintained. Magoon would like to go on record stating that she will inform Zoning Administrator Arlund that he is expected to use the email address set up for Zoning.

Board of Civil Authority Meeting- Fjeld states that a BCA meeting was requested by acting member Diane O’Classen regarding the previously made decision to move the election ballot box. The Board met on Tuesday August 22. The ballot box was moved from the left side of the Town Office to the right side to be more accessible for handicap residents. Upon review by Board members the current location of the ballot box was found to meet the requirements of both town and state laws. It was also decided that painting lines on the paved parking area to delineate the handicap spot was advisable in aiding being ADA compliant and not blocking access to the ballot box. The Selectboard thought it was a very productive meeting.

ROADS

Culverts- Magoon states that 3 planned culvert projects have been moved to the spring of 2024. The Selectboard feels it necessary to complete the year with this new road crew and review how actual costs compare to the budget.

Grant In Aid Project- This project is on schedule for mid September with a deadline of 9/30. Whiting will meet with the road crew to ensure they understand the specs for the project.

Class 11 Road Grant- Magoon states the Class 11 Road Grant paperwork has arrived and needs to be signed and sent back. This grant needs a working session for details on match required, where the money will come from, etc. This meeting will take place after the Grant In Aid deadline is met.



Trucks- Walsh has found a mechanic who is willing to come up to Goshen to work on town equipment and get all equipment ready for winter. The black truck is repaired and back in town. Magoon feels that since this truck is only 10 years old and the town currently has no options for purchasing a new one, this truck will have to do the job.

BUILDING AND GROUNDS

MERP- Bob West states that the application for the Energy Audit is submitted and he is waiting to hear back. The State will schedule a date for the audit. West also states that the \$4000 Mini Grant only needs a once a year accounting filed for this money. Vickee Whiting has been notified of this.

Logos and Signage- Magoon states she has put out for quote having the logos for town equipment and signage for the town office done.

Backup Power Quote- Magoon has not received any quotes for this and will continue to work on this.

OLD BUSINESS

Changes to Constable Rounds and Reporting- Magoon states that at the last Selectboard meeting it was decided not to fund Constable rounds of the town. Magoon has drafted a letter to the Constables to inform them of this decision and will send it to the other Selectboard members for review. In addition, Magoon would amend this to state that any timesheet submitted by the Constables must also include an incident report. This has not been happening and the town needs to maintain records for any incident in town when the Constable is called.

Charter Revisions- Mathis will begin working on this.

Policies and Ordinances- Magoon has been working on updating all town policies and ordinances. Magoon created a working draft of this and would like to sit down with Fjeld and go over which ones are legally signed. All updated policies can then be filed and posted on the website and in the town office. After that missing or outdated policies will be worked on and completed. Further discussion on current policies and some that may be needed. Magoon points out that the Auditors are only responsible for providing a financial report for the town and not responsible for the entire Town Report.

Emergency Fire Services- A proposal from Chief Kilpeck was received and a meeting needs to be set to review. The meeting will include the Selectboard as well as Ethan West and Rick Toman.



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Town of Goshen

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BBH Inn Support Letter- A letter of support for a grant application for Blueberry Hill Inn was submitted on behalf of the Selectboard.

Magoon would like to thank Vickee Whiting for her work in acquiring gift cards for Jim Hayes, Rosemary McKinnon and Barb Walsh, for all of their years of service.

Dog Bite Incident- Magoon states that she wants to be clear that this agenda item is not in response to the most current dog bite by the Martin's dog but was on the agenda so the Selectboard could ensure all steps had been taken and policy followed for the prior dog bit incident. Mathis and Magoon are unsure why the Martins were told to attend this meeting. Magoon tells the Martins how the process will proceed. This will include collecting reports from the Constable, the Health Officer, the dog owner and any witnesses. The Martins will then be notified when a hearing has been scheduled. The Selectboard will inform the Constable and Health Officer that they have 10 days to file their reports. All reports will be public record. Everyone will have an opportunity to speak at the hearing. The Selectboard informs Shawn Martin that the dog must be contained per town dog ordinance. Martin confirms he will comply with this.

Magoon moves to adjourn. Mathis seconds, meeting adjourned at 7:54

Respectfully submitted
Timmi Moffi, Selectboard Clerk