**MINUTES**

**SELECT BOARD MEETING**

**Monday, December 2, 2019 @ Town Hall 4:00PM**

The Chair called the meeting to order at 4:00 PM

Present: Selectboard: Chair Joe Pollio, Cathy Siano-Goodwin, Stan Mack, and Chris Wallace. Al Sands was out of town.

Others present: Suzanne Welch, Hardy and Nancy Merrill, GailAnn Fisher, Rich Thompson Fire Chief, Kim Record Clerk/Treasurer, and Bill Kearns Town Administrator.

FACT8 TV Matt Farkas

1. Adopt Agenda. Motion passed unanimously.
2. Approve Minutes: November 4, 6 Hearing and Meeting, 14, 18 and 25, 2019
	* November 4 – Stan Mack had 4 typos to correct, and then moved to approve the minutes of November 4, 2019 as amended, second Chris Wallace. Motion Passed 4-0.
	* November 6 Hearing – Stan Mack had a typo to correct, and then Cathy Siano-Goodwin moved, second by Chris Wallace to approve the minutes as corrected. Motion passed 4-0.
	* November 6 Meeting – Stan Mack had a typo to correct, and then Cathy Siano-Goodwin moved, second by Chris Wallace to approve the minutes as corrected. Motion passed 4-0.
	* November 14th meeting – Stan Mack had a typo to correct, and then Cathy Siano-Goodwin moved, second by Chris Wallace to approve the minutes as corrected. Motion passed 4-0.
	* November 18 meeting – Cathy Siano-Goodwin moved, second by Stan Mack to approve the minutes as presented. Motion passed 4-0.
	* November 25 meeting – Stan Mack moved, second by Chris Wallace to approve the minutes as presented. Motion passed 4-0.
3. Warrants. The warrants of November 21 were presented to the Selectboard.
4. Highway. Contract with ISS for chloride tank was presented by Bill Kearns. Stan Mack questioned the amount of product to be purchased each year. Kin Record checked past invoices and the 12,000 gallons per year stated in the agreement was in line with the product purchased the past two years. Motion Stan Mack, second Chris Wallace to approve the contract with Innovative Surface Solutions (ISS) for the three year lease of a 3000 gallon tank for chloride, including the delivery of the tank, at no cost to the Town in consideration for the purchase by the Town from ISS 12,000 gallons of chloride solution each year for three years and to authorize the Town Administrator to execute the agreement on behalf of the Town. Motion passed 4-0.
5. Fire Pond and Fire Hydrants added to Capital Budget? The discussion centered on the possible need to provide for the maintenance and upkeep of the hydrant system, pipes and valve, in the Capital Budget each year. This item raised by Stan Mack due to the existence of this high-value asset, which does not have a reserve of $30,000 set aside for it, but no mention of the asset in the Capital Budget. Should it be included and at what dollar amount per year? It was agreed that this should be raised when the Capital Budget committee meets for the next budget year, and if there are other items to consider, e.g., Town Hall and or Village Park, these be raised at that time.
6. Budget for Fire Dept. Fire Chief Rich Thompson presented the budget request of the Grafton Fire Department. The request was for $27,950 for Operating Expenses and $17,500 in the Capital Budget for fire truck. Joe Pollio stated that the Selectboard had discussed before their intent to keep the Capital Budget amount at $15,000 pending the Fire Department presentation of a statement as to its long term goals to include its plans for the ladder vs pumper or tanker truck and corresponding bases for determining the actual needs of the community. Those bases (as they arose in the 20-minute discussion) could be wants and desires, or safety, or ISO rating, the assets available from mutual aid and those resulting response times. The cost of a ladder truck is steep $650,000 vs about half of that $300,000 for a pumper. The chief stated his hope was for there to be enough for a pumper when the ladder needs to be replaced, and then see if there is a source for the additional money to buy a ladder, or find a good use ladder, or a ladder like the one we now have which was an old ladder on a new frame and power train. The effect of a ladder vs a pumper on the ISO rating is unknown. The effect of a ladder vs a pumper on the Tavern/Inn insurance cost is unknown and it was suggested this be explored for perhaps another source of money based on potential resulting savings to the Foundation in insurance costs. There was also criticism that the budget presented was income and expense and did not report any of the financial standing information of the Fire Department. There was also question concerning the Chief’s representation that the items presented were items necessary to keep the doors open and the Department Operating, whereas gifts and fundraising covered costs of equipment etc. Does compensation to officers make up part of costs to keep doors open? The Chief said it does, because it keeps them training and retains them. The discussion resulted in the Selectboard noting that the budget presented is barebones and focusses on the bare bones to keep the department operating, whereas what the Selectboard needs, in addition to the plan discussed above regarding the bases for the need for a ladder vs tanker truck, full financials of the department, including money on hand.
7. Personnel Policy amend. Bill Kearns stated he had sent to the Selectboard the paragraph that needed to be added to the Personnel Policy to allow for a person, such as himself, to be on Social Security Medicare and supplemental insurance paid for by the town in lieu of being on the town health insurance plan. This paragraph had been in the previous personnel policy and had been overlooked in the re-write. Stan Mack had the wording of the paragraph. Cathy Siano-Goodwin moved, second Chris Wallace, and it passed 4-0, to add the following paragraph as the second paragraph in Section 18: Eligibility for Benefits of the Grafton Personnel Policy adopted December 3, 2018: “Employees, at age 65, are eligible to sign up for Medicare Part A and purchase Medicare Part B. If the employee is not retiring from the Town, but of retirement age and elects to sign up for Medicare, the Town may elect to pay, not to exceed the employees eligible premium package rate of the Town’s Group Health Insurance, the Medicare premium and/or a supplemental health insurance premium in lieu of the Town’s Group Health Insurance premium until the retirement, termination or resignation of the employee. The employee will submit to the Town Administrator the amount of the premium for the Medicare policy and a request for a supplemental program, and supporting documentation, one month prior to the premium due date.”
8. Public Comment - None
9. Other Business.
	* The Town Meeting minutes of November 4, 2019 were presented to the Selectboard for signing by the Chair. That was done.
	* The Listers yearly must report errors and omissions, if any. There was a minor error reported, which resulted in the Listers having to change an asset from taxable to non-taxable on the grand list, resulting in the forgiveness of 89 cents in interest on a bill. The Errors and Omission form was executed by three of the Selectboard.
10. Date of Next Selectboard Meeting: December 16, 2019 at Garage, with a budget meeting on Dec 12, 2019 at 10 AM at the Town Hall.
11. Executive Session – No need.
12. Adjourn. Motion Stan Mack, second, Chris Wallace to adjourn at 5:00 PM. Motion passed 4-0

Respectfully presented, William G. Kearns