**MINUTES SELECT BOARD MEETING**

**Regular – Via Microsoft Teams**

**Very Limited “Live” attendance upstairs Town Hall**

**Monday, May 3, 2021 @ 6:00 PM**

Present at the meeting in Town Hall were Joe Pollio, Cathy Siano-Goodwin, John Gregory, Sue Allen, and Suzanne Welch.

Persons present in the Hall: Dottie Cannon, Joan Lake, Matt Siano, Hardy Merrill, and Town Administrator Bill Kearns.

Persons present on Microsoft Teams: Charles Bonin, Al Sands, Amber Stevens, Wendy Martin, Jon Schaefer, Nancy Merrill, Danny Taylor Highway Foreman and Kim Record Clerk/Treasurer

Also present: FACT8 TV.

1. Call to order. The Chair called a meeting to order at 6:00 PM.
2. Adopt Agenda. Motion by Sue Allen, seconded by Cathy Siano-Goodwin, to adopt the agenda as presented. Motion passed unanimously.
3. Approve Minutes of April 14 and 19, 2021. Motion by Cathy Siano-Goodwin, second john Gregory to approve the minutes of April 14 as presented. Motion passed unanimously. Minutes of meeting April 19, 2021. Suzanne Welch made three typo corrections to paragraph 3, and with those edits, motion by Suzanne, second John Gregory to approve the minutes of April 19 as corrected. Motion passed unanimously.
4. Highway Report
	* Gravel and Stone – RFPs discussion. Danny Taylor reported three quotes had been returned to the town. Those were from St Pierre, Newport, and Josh Perry. We expected to receive additional quotes from Cersosimo and P&L/Eastman. John Gregory stated that of all the materials quoted the Town uses 6 or 7 of them. The list should be simplified. Sue Allen, and Joe Pollio discussed those quotes and the difficulty of comparing them, and at the end of the discussion it was agreed that Danny Taylor and Bill Kearns would prepare an XL sheet with the quotes on the 6 or 7 items the Highway Dept. uses, in this way the comparison of costs of the types of materials being quoted would be easier to do and comprehend.
	* Excess Weight Permit: J. Gregory Exc. and UNFI. Motion by Cathy Siano-Goodwin to approve and issue the Excess Weight Permits to Jamie Gregory Exc. and to UNFI as requested. Motion passed unanimously.
	* Danny Taylor stated that they were replacing 2 or more culverts on Cambridgeport Rd. When asked he stated he would check for the down school bus sign and told the Board he had a road sign to replace on Eastman. That sign had been taken.
5. Clerk/Treasurer – Dog license – deadline and penalty discussion. Kim record state that there were 20 dogs that had not yet been relicensed and the owners would be contacted this week to encourage compliance. She also reported that because the Emergency Order for COVID so stated, no late fees for dog licenses, among other such items, could accrue until 90 days after the Emergency was declared ended. John asked Kim about warrants, in particular the one for the Humanitarian payment to the White church. Kim stated she caught that and removed it from the warrants and voided the check, as that payment is not to be made till next fiscal year.
6. Listers – Reappraisal Update.
	* Hardy Merrill stated that later this week, as part of the informal process, the reassessment for each parcel would be sent out to the Grafton property owners with a letter informing the owner how to request a hearing before the Listers and the reassessment personnel in order to contest the appraisal and go through the figures with the assessors. Those hearings would be held May 20 through 22, 2021. They will be held in the meeting room upstairs, unless there is an ADA issue, in which case that hearing would take place downstairs. Any corrections arrived at in those hearings would be made during the following week and NEMRC data would be corrected. Prior to June 1, 2021, the formal process would commence beginning with the mailing of the notice of assessed value to parcel owners, which value the owner may appeal to the Town, and which appeal will be heard at formal hearings following that notice period. The formal notice will not have detail of the manner of arriving at the value, but that would be available from the Listers.
	* BCA members should note that there is a training May 20, 2021 in the morning, virtually, and all BCA members should take that training. Each member should use the link to access the meeting on their own. There is no fee for the meeting.
7. Town Hall Elevator for ADA access to meeting room – Pre-Application Form - Vermont Community Development Program – authorization to work on application for grant with DHCD. Bill Kearns stated he had begun pursuing a grant for ADA Access to the meeting upstairs at Town Hall, this meeting room, and found that prior to speaking with staff the Vt Community Development Program suggested that a pre-application for the project be filed with them to act as a guide to discussion by the personnel at VCDP. He had done so and sent that to the Selectboard. As a result, there was set a meeting for tomorrow May 4th for Sue Allen, Cathy Siano-Goodwin (the two members of the Buildings Committee), himself and two personnel form VDCP, James Brady and Nathan Cleveland. The point of raising this issue at this meeting was to make sure the Selectboard wished this project to be pursued. The Selectboard agreed that it should by motion by John Gregory, second Cathy Siano-Goodwin to pursue the grant for modifications to the Town Hall for an elevator for ADA access compliance of the second floor. Motion passed unanimously.
8. Committee Reports:
	* Highway committee - None
	* Parks committee – the Park sign is being made and the cistern, that was discovered, was securely covered.
	* Personnel – The committee is reviewing the personnel policy and discussing it and will meet with Bill Kearns re suggested changes.
	* Buildings committees. In addition to the elevator and as part of the further use of the meeting room the committee would like to clean up the area and get rid of things that the Town no longer wants. All agreed
	* Water-Wastewater Commission – (Matt Siano came to the meeting later and his discussion is reported here)
		+ At the Village Pak, above the new driveway the engineer from Tighe and Bond, Erin Moore, P.E., with the help of Matt Siano and his equipment tested the soils down to 6 feet in an area 200’ by 400’ to determine their suitability for a septic system site. The soil was dry and gravely, with no bedrock. Preliminarily the soils were determined to be very good for the purpose.
		+ The RFQ, which the Selectboard saw last meeting, was sent out to 7 engineering firms, which have until Wednesday of this week to submit questions of the project and have till the 14th to submit their Statement of Qualifications. The Committee then on May 21st will review the statements and by May 24th hold any interviews felt necessary and a decision made on that date, with the firm under contract and a scope of work by the end of May. Those results will be brought to the Selectboard for a decision on hiring and going forward. The Selectboard thanked matt for his report.
9. Walker Bridge – SB Response letter to VTrans. Suzanne and John Gregory of the Highway Committee had reviewed the issue and with the help of Carolyn Cota, corrected timelines and what was known at the time of the Sumner letter and amended the letter accordingly and presented it as amended to the Selectboard. Suzanne reviewed those changes and why. After discussion, the Selectboard on motion by Suzanne Welch, second John Gregory adopted the amended letter and directed it be sent to VTrans. Motion passed unanimously. Letter sent is appended to these minutes.
10. Right of Way Policy amendment – set for hearing and possible adoption – set date. John Gregory and Suzanne suggested that there be a ROW policy in addition to the Highway Access Policy. Bill Kearns stated he would further research that, try to find examples of a ROW policy and send that information to the Committee and then they could set a time to meet.
11. Trash Clean-up Route 121 E above School – update Cathy Siano-Goodwin. Cathy Siano-Goodwin stated she had talked further with Peter Heyniger concerning the cleanup of trash on Route 121 W at top of the Windham Hill, end of pavement. The cleanup now will be scheduled for June 5. Besides the site at the top of the hill belonging to Sheehan, there are two other sites to the west that will be considered for cleanup at the same time. Cathy has asked GIA for assistance with the cost of the dumpsters, and they are considering that request. She has not been able to reach Mr. Sheehan yet, but would continue to try. Cathy talked to the GVFD re flaggers, and she believes they should be paid, which would be at a cost of $25.00 an hour, and she wants to know if Town would pay them, and if GIA did not agree to, would the town pay for the dumpster. Cathy noted the dump site is also a drug needle disposal site, and perhaps a drug use site. Furthermore, Cathy has recently learned that Bridgestone has a program where it will take the tires, and she is looking into that. The Selectboard asked that the particulars of cost and Town involvement in the project be discussed and decided next meeting. John Gregory will help Cathy determine the owners of the two sites further west so those owners can be informed.
12. Public Comment – None
13. Other Business. Suzanne Welch asked that VLCT be contacted about the list of Town officers on their site. Bill Kearns stated he had already done so and sent an email to the Board regarding that issue.
14. Date of Next Regular Meeting – May 17, 2021 @ 6:00 PM.
15. Adjourn. Motion by Suzanne Welch, second John Gregory to adjourn at 7:06 PM. Motion passed unanimously.

Respectfully presented,

William G. Kearns



