

MINUTES SELECTBOARD MEETING
Grafton Town Hall Upstairs In Person/Live
With accommodation for persons unable to attend in person via interactive Zoom

Monday, April 3, 2023, 6:00 pm

Present at the meeting in the Town Hall:

Selectboard: Chair Joe Pollio, Vice Chair Cathy Siano-Goodwin, John Gregory, Rich Thompson, and Seth Pajcic

Also: Morgan Wilbur, Kim Record, Mike Faulkner, Sam Battaglini, Amber Stevens, Dottie Cannon, Don Dougall, Liisa Kissel, and Brigitte Hagerman

Present online: FactTV, Ivor Stevens, Joy Slaughter, Nancy Merrill, and Cheryl Kaufman

1. Call to order: The Chair called the meeting to order at 5:39 pm.
2. Adopt Agenda: It was moved by John Gregory, seconded by Seth Pajcic to adopt the agenda. Motion passed unanimously.
3. Approve Minutes of the March 7, 2023, Organizational meeting: It was moved by Cathy Siano-Goodwin, seconded by John Gregory, to approve the minutes of the March 7, 2023, Organizational meeting. Motion passed unanimously.
4. Approve Minutes of the March 20, 2023, Public Hearing: It was moved by John Gregory, seconded by Rich Thompson, to approve the minutes of the March 20, 2023, Public Hearing. Motion passed unanimously.
5. Approve Minutes of the March 20, 2023, Regular meeting: It was moved by Seth Pajcic, seconded by John Gregory, to approve the minutes of the March 20, 2023, Regular meeting. Motion passed unanimously.
6. Approve Minutes of the March 27, 2023, Emergency meeting: It was moved by Cathy Siano-Goodwin, seconded by Seth Pajcic, to approve the minutes of the March 27, 2023, Emergency meeting. Motion passed unanimously.
7. NRCS Grant: Morgan Wilbur reported that she and Bill Kearns submitted a letter to increase the funds of the grant to the bid amount of \$28,600 which was to repair 55 feet of the damaged stone wall near Patrick Cooperman's residence on the Hinkley Brook Road side. The letter was accepted and NRCS agreed to increase the grant amount. The Town would still have a 25% share, which equates to \$7,150. Kearns and Wilbur are to meet with VT DEC on April 20th to further discuss the grant process. Wilbur said they are currently waiting for approval from NRCS for the work to take place during the upcoming summer. They also need commitment from the Town for the 25% share. There was discussion regarding splitting the share amount with the property owner, however, nothing was decided. The Selectboard would like to further discuss this at the following regular meeting on April 17th.

8. Award Cemetery Bid: John Gregory pointed out the importance of opening bids initially and then awarding them at a following meeting; that way there is time to look at the bid, analyze it, and come to an agreement. In regard to the cemetery bids, Rich Thompson reread the two bids presented:

- Ivor Stevens Grounds Maintenance; \$27,200
- Alberti Landscape and Construction; \$13,040 with an additional charge of \$159 per cemetery for each fall and spring clean-up services

Kim Record was asked by the Selectboard to do some research on the Alberti Landscape and Construction company since no one was very familiar with them. Record stated she received 2 personal references and 1 business reference; all of which were pleased with their services and would recommend them. Record said the budget for Cemetery Contractors was \$24,000. After some discussion, there was a recommendation to accept the lowest bid (Alberti Landscape and Construction) because of budget purposes.

It was moved by Rich Thompson, seconded by Cathy Siano-Goodwin to accept the bid from Alberti Landscape and Construction in the amount of \$13,040 with additional spring and fall clean-up charges for the maintenance and upkeep of the Grafton Cemeteries. Motion passed unanimously.

9. Ballet Studio Proposal: Brigette Hagerman presented her idea of having a ballet school in Grafton and using the Town Hall upstairs space as the primary location. She expressed interest because of the wood floors, desirable location, and rich history of the building. Hagerman said she would like to teach a wide variety of classes that could cater to children/teens, college students/young adults, single and married adults, and seniors/retired people within the community and surrounding towns. After some discussion, Seth Pajcic mentioned that Selectboard would need to amend its current Town Hall Usage Policy because it does not allow for-profit businesses. Hagerman planned to also ask the Windham Foundation about the Old Fire Station. Joe Pollio said they would look at the current policy and asked Hagerman to write up a proposal specific to using the Town Hall.

10. Grafton Email Addresses: Seth Pajcic asked about having a Grafton email address as Selectboard members. Kim Record contacted Dominion, the Towns IT company, and they reported it would be \$15 per email address per month.

It was moved by Seth Pajcic, seconded by John Gregory to have graftonvt.org email addresses as Selectboard members if desired, and for the members to pay the cost themselves. Motion passed unanimously.

11. Highway Report: Mike Faulkner reported that he spoke with a service technician from Caterpillar regarding the chain repair for the grader. The technician said the part should arrive the following week. Faulkner estimated the total cost to repair the grader would be \$5,000-7,000. Faulkner also said he ordered warning signs to be placed in Cambridgeport for when they change the traffic pattern. John Gregory asked Faulkner if he had personnel who are certified flaggers. Faulkner said Austin Powers was certified and possibly Sherry Brown. Sam Battaglinio

mentioned having a fourth highway crew member would be helpful. Faulkner said the amount of work is always increasing and having another person would be a great help. Joe Pollio said that discussion would happen in the fall during budgeting time.

Excess weight permits: Wind River Environmental, BSP Trans, Fabian Earth Moving, Camp Precast Concrete Products, and Cota & Cota

It was moved by Seth Pajcic, seconded by Rich Thompson, to approve these weight permits and to authorize the Town Administrator to sign and issue. Motion passed unanimously.

Yearly contractor contracts: Morgan Wilbur presented a generic contract that was drafted by VLCT. Joe Pollio said there were contracts that stated specifically the price per equipment from each contractor. Amber Stevens said in the past, the contractors and a Selectboard member would meet to discuss pricing as a group. Wilbur would look for the previous contracts.

Certification of Compliance for Roads & Bridge Standards and Annual Financial Plan: Morgan Wilbur presented a certification of compliance for Town Roads and Bridge Standards and the Annual Financial Plan, both prepared by VTrans and signed on a yearly basis. The Selectboard signed both documents.

Traffic ordinance discussion: Seth Pajcic wanted to point out that there had been some confusion in regards to needing a traffic study. Morgan Wilbur assured them she was in contact with VTrans to do a traffic study to help with sign placement. There would be no cost in doing a study.

12. Clerk/Treasurer:

Liquor licenses: Kim Record said the Grafton Inn submitted their liquor licenses which included two 1st class, two 3rd class, a 2nd class, and an outside consumption permit.

It was moved by Seth Pajcic, seconded by Cathy Siano-Goodwin, to authorize Kim Record, Town Clerk to approve the two 1st class, two 3rd class, 2nd class, and outside consumption permits submitted from the Grafton Inn. Motion passed unanimously.

13. Committee Reports:

Personnel Committee: Cathy Siano-Goodwin said the committee would be conducting quarterly reviews for town employees in the following weeks.

14. Other Business: Kim Record said dog licenses were due as of Monday, April 3rd. She said they were about 35 dogs behind the number they sold in 2022. After April 3rd, there will be a late fee included. Record was also instructed by Ashley Pinger, the Animal Control Officer to send a letter to the owners stating they are required to register their dogs.

15. Public Comment: Dottie Cannon said the picket fence bordering Middletown Cemetery was falling apart and needed to be painted. Joe Pollio said he would discuss with John Gregory, and they would put it on the schedule.

Don Dougall and Liisa Kissel said a small group of Grafton residents met with Representative, Heather Chase to discuss the lack of communication between towns and Green Mountain Power. Discussion continued about how Grafton is quite vulnerable during power outages and not having adequate communication can be very dangerous to some. Kim Record said a representative from Green Mountain Power would be attending the next regular Selectboard meeting on April 17th.

Sam Battaglino said if the meetings are warned to begin at 6 pm, they need to start at that time; rather than 20 minutes early. Battaglino also said there were two light bulbs out on the front porch.

Ivor Stevens spoke about the NRCS grant briefly. He said the section of the project that is not scheduled for repair within the grant is currently in good condition but would deteriorate rather quickly with another storm, causing more damage. Stevens also mentioned the possibility of adding a reserve fund for when contractors submit bids higher than the estimated project costs.

16. Next regular meeting: Monday, April 17, 2023, at 6 pm.

17. Adjourn. It was moved by Rich Thompson, seconded by Cathy Siano-Goodwin, to adjourn the meeting at 7:04 pm. Motion passed unanimously.

Respectfully submitted,



Morgan Wilbur