

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

Wednesday, July 5, 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, Rodney Record, Mike Faulkner, Don Dougall, Margo Matt, Chris Campany, Amber Stevens, Mike Field, Hardy Merrill, Liisa Kissel, Sam Battaglino, Mary Feder, Lester Schwalb, Cheryl Kaufman, Peter Hall, Dottie Cannon, Frances Alford, Jim Paulsen, Mark Handel, Robin Russell, and Noralee Hall

Present online: Wendy Martin, Nancy Merrill, Charles Bonin, and Al Sands

1. Call to order: The Chair called the meeting to order at 6:00 pm.
2. Adopt Agenda: It was moved by Cathy Siano-Goodwin, seconded by John Gregory to adopt the agenda. Motion passed unanimously.
3. Approve Minutes of the June 19, 2023, meeting: It was moved by Seth Pajcic, seconded by Rich Thompson, to approve the minutes of the June 19, 2023, meeting. Motion passed unanimously.
4. Windham Regional Commission coordination with Wastewater Project: Seth Pajcic began the discussion by explaining there is money already available within Tighe & Bond's budget for project coordination and public outreach. Pajcic didn't have the exact amount but believes it's around \$10,000-\$12,000. Tighe & Bond recommended working with the Windham Regional Commission to assist with this. Chris Campany, Executive Director of Windham Regional Commission said he had attended a wastewater meeting a few months prior when he was approached by Tighe & Bond. Campany said they are willing to assist with public outreach. He was not aware of project coordination, but ultimately will work with the Town based on their needs. Pajcic said Tighe & Bond is working on their 60% presentation and Campany plans to attend that presentation. Morgan Wilbur will follow up and make sure the date is set with plenty of time to advertise. Campany said if he isn't available for all of the meetings, he has a colleague who is working with other area towns on similar projects who is capable of stepping in. Joe Pollio said it's very important the public is aware of the progress and hopes that the Windham Regional Commission can help with that. Campany requested to have a primary contact who can be a liaison between the Windham Regional Commission and the Selectboard. Pollio said this could be resolved at the following meeting.
5. Village Park – Grant & Volunteer Presentation: Mike Field and Margo Matt were present to give an update on plans at the Village Park. Field said they request the park be mowed and looking nice for the Centennial Event taking place on July 29th. He asked who is responsible for

mowing the grass alongside the new parking area. Joe Pollio said that section was not included in the contract for the other mowing. Field said the park volunteers would take care of that then. He said they are open to collecting donations and will have the lean-to display up at the park for the event. He talked about making sure all insurance requirements were met prior to the construction of the learning center/lean-to. Morgan Wilbur will check with VLCT to see if an engineer is required to evaluate the plans and what insurance would be needed. Field said the park was awarded funding for the learning center project through the Vermont Recreational Trails Program, and they are just waiting for the grant agreement from the state to begin work on the project. Field also talked about the accessible trail plans leading up to the trail entrance. He thinks having someone meet with the volunteers regarding water flow would be beneficial. They want to be sure they are directing water properly. Wilbur asked about having authority to sign the grant agreement when it is presented.

It was moved by Cathy Siano-Goodwin, seconded by John Gregory, to authorize the Town Administrator to sign the grant agreement for the Vermont Recreational Trails Grant. Motion passed unanimously.

6. Short-term Rental Letter: Joe Pollio asked if there was any feedback or discussion on the letter that was presented. There was none.

It was moved by Seth Pajcic, seconded by Cathy Siano-Goodwin, to allow the Town Administrator to send the short-term rental letters to the appropriate homeowners. Motion passed unanimously.

7. Award Sand & Paving Bids: Mike Faulkner said they only received one sand bid, so recommends awarding the sand bid to Eastman Sand & Gravel. He also recommended awarding the paving bid to Bazin Brothers Trucking, Inc.

FY2024 Sand Bid: Eastman Sand & Gravel (\$59,850).

FY2024 Paving Bid: Springfield Paving (\$205,510.30), Bazin Brothers Trucking, Inc. (\$203,794.80), and DMI Paving Inc. (\$294,618).

It was moved by Rich Thompson, seconded by John Gregory, to award Eastman Sand & Gravel for the FY2024 sand bid and to award Bazin Brothers Trucking, Inc. for the FY2024 paving bid. Motion passed unanimously.

8. Set Tax Rate: Kim Record explained how the tax rate is calculated. Record and Hardy Merrill would like to see the tax rate rounded up from 0.7170 to 0.7200 to have a small cushion if needed.

It was moved by John Gregory, seconded by Rich Thompson, to set the municipal tax rate for FY2023-2024 at \$0.7200. Motion passed unanimously.

9. Concrete front walkway of Town Hall: Kim Record said the concrete walkway in front of the Town Hall was mentioned over the winter but feels it should be addressed soon because there are large pieces chipping off. Joe Pollio said it's a large enough project that it should be bid out.

Morgan Wilbur will work on putting a bid together. Cathy Siano-Goodwin asked if the entire length would need to be replaced or just sections. Pollio said it would be best to replace the entire walkway. Rich Thompson said a professional opinion would be beneficial. Siano-Goodwin asked if there were funds in the budget. Record said there is roughly \$8,000 left over for town hall renovations. Hardy Merrill said money within the capital budget could also be used to support this project.

10. Kidder Hill Bridge Reappraisal: Morgan Wilbur said that she and Kim Record met with Wade Masure last week and discussed the Kidder Hill bridge. Record said the bridge hasn't been reappraised in the time she's worked for the town. It is currently appraised at \$142,827 and Masure gave contact information to a company who could appraise it for a couple hundred dollars; there was not an exact cost. Record recommends the bridge get reappraised. Joe Pollio thought it was worth doing as well.

It was moved by Seth Pajcic, seconded by John Gregory, to hire the suggested appraisal company to reappraise the Kidder Hill Bridge, as long as it is below \$400. Motion passed unanimously.

11. Highway Report: Mike Faulkner was asked to put together a cost estimate for replacing Dick Desrochers culvert on Middletown Road. After doing some research, Faulkner estimates the total cost for materials to be about \$12,000. Joe Pollio asked if the highway crew would have time to replace it this year. Faulkner didn't want to commit to that since they are busy with roadside mowing, grading, replacing a culvert on North Orchard Road and grant work on Anderson Road (which they are about halfway done with) and it would take at least a month for the culvert to be delivered. John Gregory said there is roughly \$7,000 set aside within the capital budget for this culvert. Hardy Merrill confirmed that and said this culvert has been on the schedule to be completed in the FY2024-2025 season. Wilbur would investigate if having the culvert already would hinder any potential future grants.

Faulkner also said that Green Mountain Power contacted him about making a continuous power loop on Stagecoach Road and Hall Ranch Road. Ultimately, they'd like to bury the lines as much as possible, but Faulkner said there is some ledge so they may have to do some ariel lines still. This project does not cost the homeowner anything, all expenses are absorbed by Green Mountain Power. Faulkner will follow up with Green Mountain Power to see when they would like to begin.

12. Clerk/Treasurer: Kim Record reported the company who usually prints the tax bills may not have them printed in time. Record is working to find a solution to this problem. She said the first due date for taxes may have to be pushed back, but hoping the tax bills get printed in time so the date doesn't have to change.

13. Committee Reports:

Personnel Committee: Cathy Siano-Goodwin said they would discuss more during the Executive Session.

14. Other Business: Kim Record said the Trustee of Public Funds met last week and they have decided to have Mike Waysville begin repairing stones in the cemeteries. For now, she said he will begin repairing 33 stones in the Village Cemetery and 6 in the Houghtonville Cemetery. Work will begin in those two cemeteries since they seem to be visited the most. Record said that Waysville mentioned he may need a portable generator to use his impact drill, but he will see what he can do without using it for now.

15. Public Comment: Mary Feder asked what prompted the short-term rental letter. Cathy Siano-Goodwin and Joe Pollio explained there had been some complaints about noise levels late in the night and guests not parking in the driveway (versus in the town road). They said this letter is not intended to be intimidating and not directed at the property owners who are already taking responsible measures. Liisa Kissel asked if the Selectboard had pursued doing a noise ordinance. Pollio said Morgan Wilbur had been looking into what area towns are doing regarding short term rentals and noise ordinances in general.

Sam Battaglino asked if the tall knotweed at the end of Middletown Road could be mowed down. Mike Faulkner and the highway crew would do this as soon as possible. Battaglino also said there is quite a large separation between the pavement and gravel on the edges of the road between MKT and the public library causing pedestrians to fall or get injured. Faulkner would look at this as well. Siano-Goodwin thanked Battaglino for bringing this to the Selectboard's attention.

16. Next regular meeting: Monday, July 17, 2023, immediately following the Public Hearing at 5 pm.

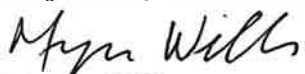
17. Executive Session 1 V.S.A. § 313 (3) "evaluation of employees": At 6:55 pm, it was moved by Seth Pajcic, seconded by Cathy Siano-Goodwin to enter Executive Session to discuss personnel, per 1 V.S.A. § 313 (3). Motion passed unanimously.

At 7:26 pm, it was moved by John Gregory, seconded by Rich Thompson to exit Executive Session. Motion passed unanimously.

It was moved by Seth Pajcic, seconded by John Gregory to move Colby Record to be Assistant Foreman at \$27 per hour, with the expectation of being at all future Selectboard meetings and to give Mike Faulkner and David Rogers a 3% cost of living raise in a one-time check. Motion passed unanimously.

18. Adjourn. It was moved by Seth Pajcic, seconded by Cathy Siano-Goodwin, to adjourn the meeting at 7:28 pm. Motion passed unanimously.

Respectfully submitted,


Morgan Wilbur