

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

**Monday, January 27, 2025, 4:00 pm**

Present at the meeting in the Town Hall:

Selectboard: Chair Joe Pollio, Vice Chair Cathy Siano-Goodwin, John Gregory, Steve Sargent, and Anna Keegan

Also: Morgan Wilbur, Suzanne Welch, Amber Stevens, and Colby Record

Present online: Fact TV and Hardy Merrill

1. Call to order: The Chair called the meeting to order at 4:00 pm.

2. Adopt Agenda: It was moved by Steve Sargent, seconded by Anna Keegan to adopt the agenda. Motion passed unanimously.

3. Cemetery & Park Request for Proposal Discussion: Morgan Wilbur presented a revised version of the 2025 Parks Care and the 2025 Cemetery Care Request for Proposals (RFP). She briefly explained the changes that were made, based on the recommendations from the January 21<sup>st</sup> Selectboard Meeting. There was some discussion about Houghtonville Cemetery being the largest and most visited cemetery. Amber Stevens mentioned that Houghtonville Cemetery grows rather quickly and recommended mowing weekly from April until July. Wilbur amended the RFP to say “Houghtonville Cemetery shall be mowed and trimmed weekly from April 1<sup>st</sup> to July 1<sup>st</sup>, weather permitting. After July 1<sup>st</sup>, maintenance shall be done as needed, but no more than bi-weekly, weather permitting.” The Selectboard also felt strongly that all of the cemeteries should be in excellent condition in preparation for Memorial Day celebrations. John Gregory also mentioned Austin Powers, Cemetery Agent was going to repair the fence at the Houghtonville Cemetery but that had not been done yet. Wilbur said she could follow up with Powers.

It was moved by Anna Keegan, seconded by John Gregory, to advertise the 2025 Park Care and 2025 Cemetery Care Request for Proposals, as amended. Motion passed unanimously.

6. Review Articulated Motor Grader Bids: Joe Pollio began the conversation by talking about lease options for a grader. John Gregory thought the Town should either keep the current grader for another 5 years or purchase one of the graders by leasing for the first year. Gregory also suggested extending the life span of the grader from 15 years to 20 years. Colby Record talked about the Highway Crews preference would be to purchase the Caterpillar 140 Joystick. He explained that they currently have approximately \$10,000 worth of additional parts that could fit the new grader. He also said that the employees are comfortable in the Caterpillar grader that they have. Cathy Siano-Goodwin felt that the reasons were valid. She asked why a new grader is necessary. Record explained the maintenance costs would likely increase the longer they have the machine and that it was planned for within the Capital Budget. There was some discussion about privately selling the grader. Morgan Wilbur said the Request for Proposals/Spec sheet that the companies bid on had stated it was the intent of the Town of Grafton to trade. After some further discussion, it was decided that Record would call the sales representative with the Caterpillar 140 and ask if the quoted price was dependent on trading the grader. Suzanne Welch felt the Selectboard took a big step forward during the discussion and appreciated that all board members were well prepared for the discussion.

5. Other Business: Cathy Siano-Goodwin asked Colby Record for an update on the quote for repairing the trailer. Record said he hadn't hear back from Osgood Welding, so he would bring it somewhere else. John Gregory recommended talking to Jim Austin.

6. Public Comment: There was no Public Comment.

7. Next regular meeting: Monday, February 3, 2025, at 6 pm.

8. Adjourn. It was moved by Cathy Siano-Goodwin, seconded by Anna Keegan, to adjourn the meeting at 5:12 pm. Motion passed unanimously.

Respectfully submitted,

*Morgan Wilbur*  
Morgan Wilbur