

# SELECTBOARD SPECIAL REGULAR MEETING

WEDNESDAY, SEPTEMBER 7, 2022

7:00 p.m.

Chris Letourneau Meeting Room In-Person and/or Teleconference/Virtual  
*See the information at the bottom to virtually join or view.*

**Approved:** Unapproved

**Selectboard Present:** Doug Bergstrom, Carolyn Branagan, Gary Wright, Dawn Penney, Carl Rosenquist

**Selectboard Absent:** None

**Staff Present:** Todd Cadieux Highway Department, Cheryl Letourneau Town Clerk and Administrator, Amber Baker Treasurer (Zoom), Keith Baker Fire Chief (Zoom), Deb Woodard Library Trustee, Ben Ebert Library Trustee, Bridget Allard Library Director (Zoom), Suzanna Brown Conservation & Planning Commission, Ken Minck Conservation Commission, Mary Stanley (Minute-taker)

**Public Present:** Mary Chiapinelli, Jason Chagnon, Tom Moore, Dan Ryea, Joseph Kale, Jen Kale, Karen Gonyeau, Fred Grimm, Heather Grimm, Carol Begley

**Public Present Zoom:** Karen Heinlein, Jeffrey Hathaway

**1. Call to Order:** D. Bergstrom called the meeting to order at 7:00pm and swore in those who would speak in-person and on Zoom.

**2. Chair Update:** D. Bergstrom explains that as of our last meeting, C. Branagan has stepped down as Board Chair for personal reasons, D. Bergstrom thanks C. Branagan for her commitment, and explains that the Board has elected D. Bergstrom as the new Chair. D. Bergstrom has changed the order of the agenda for two reasons; First to better align with the school agenda, and secondly to try to formulate a more consistent approach to comments. He did away with the Public Appearance, so that will fall under Public Comment, (for items not on the agenda). If there is comment on agenda items, we will limit that time during time for people to speak on that item before we make a decision. It is not a free for all that time the board's making that decision, but I will open it up for comments. If there is an appearance that is happening as part of Board business, it will just fall under Board business.

D. Bergstrom noticed there were a couple of comments regarding executive session on social media. Executive session is a lawful process. D. Bergstrom clarifies that the recreation

committee piece is conducted in executive session as there are full resident names on the document. People are encouraged to reach out to Board members by email if they have questions or comments.

D. Bergstrom will discuss the recreation committee piece, including the dollars and cents of the matter in open session.

M. Minute-taker to get the list for C. Letourneau of who was present, on the eighth of August. Correct Suzanna's (Brown) name spelling on line 671 on 8/22. 8/8 corrections with the names. Line 814, C. Branagan points out that the minutes say D. Penney seconded the motion, but it was C. Branagan who seconded the motion. She wants to make sure the minutes show she supports D. Bergstrom in taking over the Chair. C. Branagan is not comfortable with the wording "personal conflict" reflected in the notes, and worries it brings a negative connotation to mind that does not exist.

The motion carries.

### **3. Selectboard Minutes and Warrants:**

#### **a. Approval of Selectboard Regular Meeting Minutes for 08.08.22 and 08.22.22**

G. Wright made the motion to accept the minutes as written. C. Branagan seconds the motion and points out that the very last page 14, indicates the 12<sup>th</sup> was the next meeting scheduled. However, we are meeting on the 7<sup>th</sup>, and she does not feel that the change is represented anywhere. D. Bergstrom believes the change was made after the minutes were done. C. Branagan asks that it be represented on the last page of the minutes.

C. Rosenquist points out that the meeting minutes do not indicate what time the meeting adjourned. It is determined that the meeting adjourned at 10:20pm.

Discussion was had about the 8/22 minutes needing the attendance updated.

C. Branagan asks Mary and Cheryl to update that.

Suzanna's name is spelled wrong on line 671, to be corrected.

#### **b. Approval of Warrants AP#30 & AP#31**

D. Bergstrom asks for discussion of Warrants. G. Wright says he and T. Cadieux (Highway) agree to pull the Pike payment which is close to \$160,000 because the contract says it is not to be paid until September and they have not finished their work. Pike has been giving Todd the run-around about whether they will be able to finish the job this year and that is unacceptable. The warrant is being pulled. This is their standard bill.

C. Branagan questions why there are 2 checks for Jamie Lee Thurston. C. Letourneau explains that one was a down payment and the other payment for the rest, \$2,000 total. C. Letourneau clarifies for Carolyn that it was \$2,000 last year as well.

G. Wright makes the motion to approve both warrants. C. Branagan seconds, Motion carries.

### **4. Public Comment (For items not on the agenda)**

**Carol Begley** - I'm concerned as a longstanding citizen of Vermont that so few people I've talked to seem to know we're going to be voting to add whether to add a constitutional amendment this fall with the ballots coming out in a couple of weeks. The changes to update

the language of the constitution have happened throughout and in fact they are also on the ballot we are going to update some of the language but there is also an addition in the form of article 22 that we are going to be voting on that is a big deal. Article 21 was added in 1786, so I made a little handout so we can look at the language. Supporters are telling us that this amendment is needed to protect abortion in Vermont since Roe vs Wade fell. I think most of us know that we already have in law in Vermont with unrestricted abortion and that is not going anywhere because of the supreme court's decision. If you look at the wording of the amendment it does not have the word abortion in it, so I think all of us whether we are for abortion or against abortion need to look closely at this wording. Let's look at it; the wording reads "that an individual's right to personal reproductive autonomy is central to the liberty and dignity to determine one's own life course and shall not be denied or infringed unless justified by a compelling state interest achieved by the least restrictive means." Now that language is rather vague and in law vague language is dangerous. Voters have got to look at the possible damaging consequences we would be opening ourselves to with this kind of language.

I "bolded" the problematic phrases. Personal reproductive autonomy is not limited to abortion, and the sponsors of the law did not want it limited to abortion. They said we needed to be open to reproductive technologies coming in the future. Anything you can think of directly or indirectly related to the reproductive system is going to be included as a right in the constitution. That open-ended right cannot be denied or infringed which seems to me means we need tax funds to cover any number of procedures: abortion, sterilization, gender surgery. I am not sure we can as a state afford that. The other really problematic word it seems to me is that early on that word individual, it is not adult individual, it is not person, it is individual which is not limited by age or gender. That means that a minor of any age has right to whatever reproductive autonomy is. That means that children would be making very adult decisions and probably irreversible decisions without the involvement or even the knowledge of their parents, under the influence of peers and possibly not known by the parents. I am not going to go into the compelling state interest clause I added my concerns in there as I understand and have been able to find out what that phrase does legally. I have also included on the back some information from the Vermonters for Good Government. They are a group that is trying to get out the word statewide warning people of the unintended consequences and possible implications of the language of this proposed amendment. I would like people to be informed, I would like people to go to the site Vermonters for Good Government to get further information. I think we need to send this back to the legislature with a no vote and ask them to define precisely what right it is we will be putting in our constitution.

**Deb Woodward (Library Trustee)** – I am here with the library trustees and I was just hoping to get a few minutes. We have been reading the minutes and do not see where a subcommittee has officially been appointed and tasked with making recommendations for use of the ARPA funds that are coming into the town. We are just hoping that we could respectfully request a presence, one of our board members if not our librarian on that subcommittee. Discussions are taking place for what will happen with our buildings in the future, we do not own a building in town but we run some very successful programs in one of your buildings and we just want to be part of it from here and moving forward in the years ahead. We were just hoping that we could

make it known that we would like to be at the table when the discussions take place. We are excited.

D. Bergstrom mentions that the discussion will not happen for a while and that we really have not put all that together yet. D. Woodard says according to your minutes you have not. We were figuring we were still on the ground floor, there is still time so we would just appreciate being considered. C. Branagan tells Deb that; we have started to circulate this report which was done in 2018. We are just starting to circulate that around, but you remember that the suggestions for the library were quite basic. In looking back on that now, I think there is a great deal more work that needs to be done in the library. We see the advantage of this report is that it gives us a place to start. D. Woodard says, absolutely and that was the intention of it, our library director is a gifted grant-writer, so she has done an amazing job bringing in some amazing opportunities for our building and the programs to take place. There is a large grant coming that would help address some of the biggest things that are in court for the library and part of that necessity will be the background research on what will happen with the building when lease is up in 2023. She feels that she got this much information ready to go but she would like to be part of knowing that there is a commitment to that building so that it is worthwhile to bring in government resources and funding with a large grant to make it accessible for everybody in the community now and in the future. We are excited to be part of the discussion but also whereas some of the decisions could help us help the town take it out of the local budget and funding and put it in the State budget which we still pay and see when we get our tax bill in October. We will let you know once we get to that. We appreciate it and certainly those discussions could be had with Bridget.

## **5. Correspondence –**

### **Letter from Jen Kale**

I have a letter that came in from Jen Kale regarding 104, she is here, so we will put that up. We got a letter here as well regarding the Bovat Rd., this looks like just an update. It looks like we got a letter from the Sylvester's regarding a change in the minutes, which we are going to be looking at.

**Letter regarding Bovat Rd.**

**Letter from Sylvester regarding a change to the minutes.**

## **6. Board Business (public comment on agenda items limited to 5 minutes)**

### **a. Legal Town Train #4**

#### **i. Discussion**

D. Bergstrom asks if there was a walk-thru. C. Rosenquist says there were three people who walked, and it was a successful outing. D. Bergstrom says based on the overall discussion; it seems that a compromised is needed. There needs to be a commitment from all parties. There are solutions that will work for everyone, but not necessary make everyone happy. Solution #1- Move the fence to make a corridor that is a sidewalk width path.

Situation with a water line that goes through there. Leaving that corridor open for people to walk through. At the same time, leaving it open as the building process happens. Timeline is perhaps 4-5 years.

Once major construction is done, not as much of a need for the bypass through there. They are using it to build buildings that benefit the town. Later the fence can be moved back. D. Bergstrom would like to see a compromise so we can move on.

D. Bergstrom explains there is an agreement in place whereby they can be made to move the fence, to make it wider. There is no expiration date on the fence. J. Kale mentions that it is very open-ended at this point, she worries that it could be put off indefinitely.

Karen Gonyeau – Move the fence onto their property, and still use the road for emergency vehicles, and vehicles of the owner. You could put boulders after Joey's drive so that random people could not drive down there.

Doug says that would create a safety issue with vehicles moving and people walking. That can be a viable solution if the fence is left where it is, it would require an agreement with Mr. Bryce for another fence, so that it is fenced on both for pedestrian traffic only. It up completely is too dangerous.

K. Gonyeau points out that one person has complete access, and the townspeople do not have access.

D. Bergstrom points out that it would be wider than now, sidewalk width, same as in regulations for other south village projects.

There are a couple of tricky spots where the pipeline will need to be addressed.

The first option is to move the fence enough to make the walkway. There are a few spots where things are tight, but those spots can be moved over.

D. Bergstrom points out that there is an agreement in place, looked at by the lawyers. The issue now, is to compromise – to create a walking path with full access to that area. Joey asks about a cost of moving the fence. It should be done once, as the best interest of those in the town.

Additional Conversation ensues about the trail.

D. Bergstrom points out that this trail goes through, as a safety risk, leaving the fence that is there. Joey does not agree. He says it is a convenience only for Mr. Bryce.

G. Wright points out the safety issue is for Jim's Equipment to be out on 104A. J. Kale says the completion of the park across from the water is going to interject more traffic. G. Wright explains that has been approved in the planning process.

J. Kale wants to know if there will be money spent for the work on the trail. The total was \$1,000.

He also wants to know about the town ROW and all the trees falling down. The trees fall on his driveway. Is he still going to have to clear trees falling. Would it be possible for them to get an agreement for them to be able to use that trail for their driveway? (Joey and Jennifer Kale). They'd like the fence demolished after the development is complete or moved to its property line.

D. Bergstrom points out that the town has no obligation to do any maintenance to the trail.

J. Kale asks if there would be a way that they might get an agreement for our property that we can use that trail as our driveway? D. Bergstrom says it can be put on a future agenda.

D. Bergstrom asks if this compromise is agreeable?

J. Kale says he will not be happy unless there is something in writing stating that once the completion of the buildings are done and the fence is ripped down entirely.

C. Branagan asks for clarification about the driveway access, and does that entail the town granting an easement or town property? Discussion ensues about ROW or easement.

K. Gonyeau says it would be a ROW. D. Bergstrom points out that it comes off from the town property.

G. Wright says it will require "legalese". They would be giving a right of way to a right of way. J. Kale is worried about resale of his property, but it can be addressed in a future meeting.

Ken Minck (Planning Commission)— In my eyes the takeaway here is that the town government must be in compliance with state statutes. The agreement sites PSA 19304 A5, hopefully everyone has read that statute. It specifically said that the selectboard can restrict access or how trails to gates and styles must be unlocked. Personally, I think that until you can find a resolution for locked gates, you are not in compliance with state statute. I think that the town government must comply with states that the agreement is black and white. D. Bergstrom says it is not black and white. Additional conversation ensues about locked gates, access of trail and trail dimensions.

Jeff Hathaway believes Mr. Bryce should erect another fence. There is no separation in the gate.

G. Wright points out that the sidewalk portion of the trail will help delineate on the lower section what is what.

J. Hathaway thinks that the Selectboard should draft a new agreement with Mr. Bryce, it should spell out that the Town that this is a zero-dollar lease to Mr. Bryce. He cannot have adverse possession with the town in 15 or 30 years. A lease would prohibit that in the future. He is eight years into the 15-

year limit. G. Wright mentions that the documentation that is in place, deems that the fence can be moved if needed.

D. Bergstrom asks what Mr. Hathaway thinks about the compromise – he says it is a step in the right direction. J. Hathaway says he is still a bit apprehensive; Mr. Bryce could leave the equipment there; he doesn't need to move it. He would prefer to see the fence come down entirely, but it may not be practical for at least a few more years.

C. Rosenquist says the degree by which the fence can be moved will be determined by the physical location of the pipe. Perrigo will be contacting us; there are two things that need to be ascertained; number one, where is the pipe physically located and number two how close can we get to the pipe?

K. Gonyeau wonders if this can be discussed as homeowners outside of selectboard meetings. K. Gonyeau is worried that there is no end time that the fence has to be moved. She thinks it could be a good compromise. K. Gonyeau is worried about erosion and the bank on her property.

J. Kale asks how many options are going to be presented for consideration?

D. Bergstrom says if this will work for everyone, there can be movement in one direction. The compromise works, it allows access to the trail for Mr. Bryce and the homeowners. J. Kale wants to know if there can be some green weave material added to the fence. D. Bergstrom says it can be taken under advisement.

D. Bergstrom asks if that is the direction we are going to go. The homeowners agree, once they have had time to talk amongst themselves. D. Bergstrom suggests that this goes under buildings, as a subcommittee regarding the water pipes underground and G. Wright and C. Rosenquist will work on it.

K. Minck – C. Letourneau pointed out that the agreement that was signed in 2018 was never recorded. C. Letourneau says that in speaking with the attorney, it has now been recorded.

## ii. Possible Agreement

- b. **Kelly Viens, St. Albans Rec.** – We have been given a redacted version of what was paid by residential rate, the difference is in the far column. D. Bergstrom reads the notes that were broken down in the redacted version of the bill. D. Bergstrom points out that there is an un-redacted copy that they will be reviewing in executive session if needed. This is an important addition to the original bill that had nothing itemized. Included in the costs are: pool memberships, dog-training, Reef Sharks swim team,

Little Lacrosse team, soccer program (pre-school), as well as additional itemized items. There is discussion about the price of a team on the bill. The total bill to date is surmised to be \$9000. \$18,000 is the cap, and C. Letourneau has asked Kelly to be sure it is capped.

Additional discussion about the costs ensues.

C. Letourneau will call Kelly for clarification on the total invoice amount due.

- c. **Cannabis** – There was a memo from Emily Johnson (Zoning Administrator) last time. S. Brown (Conservation & Planning Commission) mentions that it was tweaked at the last meeting. She is looking for the Board to read this and see what does not make sense to you. It's very complicated. Currently retail is not supported in Georgia without a vote by the voters. C. Branagan points out it does not have to be allowed. It would have to be petitioned by the voters. C. Branagan agrees with G. Wright, it does not have to happen here in Georgia. It makes no sense; it is a gateway to other drugs.

There are two licenses for growers in Georgia. S. Brown explains the rules and regs and how it limits things. AR3, you can have a broker and nothing else, no product. It is just an office.

Discussion ensues about how the regs are set-up; growers should not be up to a certain size in certain area. AR1, big fields are where we would want big growers to be.

There is conversation about adopting the regulations that will affect the Ag products.

Farmers have a set of rules of their own. Cannabis is treated like a different business, not an Ag endeavor.

C. Branagan is looking for comments, planning board, etc.

If there are questions, they can be funneled to S. Brown.

If cannabis gets changed to Agriculture and we have these regs in place, what happens? Suzanna will get back to the Board.

Discussion ensues around cannabis testing, offices, conditions. The state has already set security requirements.

C. Rosenquist discusses a committee to get back to the Board, to Suzanna and attempt to limit it as much as possible.

There is to be a Cannabis study committee with C. Rosenquist and C. Branagan.

D. Penney asks if cannabis was to suddenly be changed to an Ag product, is there anything in this that they would be on the hook for? S. Brown says it is a good question and she will have to do some research.

S. Brown brings up the idea of a cannabis control board similar to a liquor control board, and says she would like to be a part of that board.

Thoughts should be back to S. Brown by the 27<sup>th</sup>.

Additional discussion around new regs and statutes, policy, committees, documentation by the State, security levels, state requirements, etc.

d. **Deputy Health Officer** – Ashley Sterling was the Deputy Health Officer, so we need to assign a new Deputy Health Officer. C. Branagan nominates G. Wright as the new Deputy Health Officer. C. Rosenquist seconds. Motion passes.

e. **Budget Timeline** – D. Bergstrom asks everyone from the Town to introduce themselves and their Title.

Todd Cadieux - Highway Department, Ben Ebert - Library Trustee, Deb Woodward - Library Trustee, Bridget Stone - Library Director, Amber Baker - Treasurer, Keith Baker – Fire Chief.

Budget discussion – get everyone together to know what the expectation is and a timeline for getting information back to the Board.

The Board has proposed doing a Zero-based budget this year. In effect this is looking at what an open doors budget is. Looking at only what is needed to run, no frills.

Start with and consider what is needed to keep each Department running and nothing else.

Then bring in any extras that you have or need.

Then add a wish list that makes the job easier, better, more efficient.

D. Bergstrom feels that it is a good process to do every now and again. It helps to look at the budget a bit closer.

D. Woodard asks if the goal would be to have no cash on hand at the end of the year? D. Bergstrom agrees that this is the basic premise. This is not necessarily the budget that will go out, but it will be the starting point budget.

C. Branagan points out that this has not been a topic of conversation by the Board.

In-depth conversation followed regarding this type of budgeting and the impact it has on accomplishing the mission, estimating based on history, spending/over-spending, budget increases.

G. Wright says they are trying to force the conversation out on the table and make it visible. Trying to avoid the typical increase and looking at a better way of doing it.

B. Ebert asks about planned improvements, where would it fall in capital improvements?

D. Bergstrom asks A. Baker when everything must be done. A. Baker informs D. Bergstrom, by the end of January, but the biggest hurdle is making sure the warning is done to meet the deadline.

G. Wright suggests that each Department needs to come in one at a time to meet independently. C. Branagan asks about Budget Day, which worked out well last year. There was one meeting that lasted all day meeting with each Department. It is decided this should happen in October (mid) and be conducted on Zoom, as well as having minutes done.

K. Baker says that will work for him as well. Last year, it was not videotaped, and this created questions for K. Baker about his Department. This year he would like to avoid that by having it taped on Zoom, and still have meeting minutes. K. Baker would like it documented so he can be transparent. Availability for dates was discussed, collaboration with C. Letourneau is suggested.

B. Allard has a question regarding the first round of budget proposals, does the Board want just one proposal, or all three proposals that day?

C. Letourneau inquires if the Board would like to preview the budgets a couple days before, and it is decided that they will not preview in advance.

Am. Baker asks about a zero percent increase. D. Bergstrom points out that it is not a zero percent increase, it is just a way of looking at the budget in a different way. A. Baker asks what is the boards directions for raises? That has to be determined in anticipation for raises. Wages as they are?

G. Wright's recommendation is the board will establish a raise structure, after which we need to know the employees, current salary base and then we will factor on figure out the level of raises the Board deems appropriate. Insurance rates will not be available until October. Typically, you do not do the budget until you have your third quarter budget meeting so you know how things are with your current budget and that will not be possible until after taxes are due.

Zero-based is what is the requirement to get the job done at minimum.

There is going to be a longer discussion.

Additional comments about zero based funding ensues, including cash on hand, rainy day fund, does it require voter approval.

S. Brown points out that the Conservation Committee has not been invited, if they are expected to turn in a budget, it would be helpful if the meeting fell after their October meeting, they only meet once per month. The meeting will be after the 17<sup>th</sup> of October, which is Tax Day.

S. Brown says navigating the Town website brings up errors and is missing information. Conversation about emails is had and navigating the website.

- f. **Beach/Baseball** – The discussion was around the “flipped” dugout which brought up the question of who is responsible and who owns what. There is a liability issue, who has control of the building, who is maintaining them. Is there insurance that covers the buildings? They do not have a separate insurance policy. There is a liability insurance through their charter that is purchased every year for the players and coaches. The Letter is read aloud by C. Letourneau

D. Bergstrom asks what action should be taken. We do not know if the Town owns it or the Little League? C. Branagan says the Town owns it, should we rebuild it now, or next spring.

Jason Chagnon (Little League President) says it should be replaced this fall. He is unsure it could be done in the spring prior to the start of the season. They would like

a concrete slab so the dugout that blew over can be secured. Nobody was hurt. No equipment was lost other than the building. T. Cadieux has flipped the building back up, and it is severely damaged and needs to be gotten rid of. J. Chagnon says they can do the demolition. T. Cadieux might be able to pour some cement. Discussion about the 4x4's lagged into the front of the building was had.

G. Wright feels that concrete could be a hazard if a child tripped and fell. There is a wooden deck currently. This problem happened several years ago. Several years ago, some of these dugouts tipped over. They were rebuilt with floors, but they were not heavy enough, it flipped again.

J. Chagnon speaks to money in the account, and the funds have been depleted currently. Materials are very expensive currently. T. Cadieux guesses the cost might be \$3,500 to rebuild. C. Branagan suggests that this building is used by a very select group of people, not the entire community. S. Brown feels that the dugouts are used for a very selective group, not by the whole town.

D. Bergstrom says there will have to be discussion around this.

G. Wright agrees with S. Brown that it needs to be funded by Little League. D. Bergstrom says the building needs to be demolished.

C. Branagan asks about soccer (School) and baseball (town).

C. Branagan thinks we should be able to find funding to get rid of the building and remove the debris. Can we have some money left in the budget to proceed.

There is discussion about the dugout being the responsibility of the Town. T. Cadieux might be able to shore it up so it can be used for the meantime.

There is a Fall Fest happening next Saturday, something has to be done soon.

It has no support, it is made of 4x4's. It might be salvageable.

C. Branagan says she has confidence in T. Cadieux. If he says he can fix it, let him fix it. The others will also need to be anchored. Another option is to take the back off and put fence to allow the wind to go through. It must be safe for Fall Fest. T.

Cadieux will check with his crew to see where they are at with the roadside mowing. Discussion was had about wind direction, anchoring all of the dugouts, nails protruding, where to place the ruined lumber and drainage for the fields and grading the parking lot.

## **7. Selectboard Sub Committees & Reports**

### **a. Town Administrator**

C. Letourneay is working with Bonnie Nichols (Bookeeper) to get her up to speed.

Fall Fest is happening on Oct 17.

Beach is going well.

The gardens and signs are being worked on.

The building needs to be pressure washed.

The reconditioning for the tennis courts, the person said they are booked for the rest of the year. He will get in touch in October, and inspect it, and give us a price. He is hoping to get it done for next year.

Further discussion is had about the likelihood of obtaining three bids for the reconditioning.

C. Rosenquist asks about the locking and unlocking of the gate. The gate is unlocked, it can be just slid open. There have been two locks cut off the gate at the beach. Discussion was had about C. Letourneau and her boys pressure washing the building.

C. Branagan asks about the tax bills. C. Letourneau says they have gone out, people are coming in and paying early, so there is money coming in.

C. Branagan says she wants to report a complaint about voting. She has been told the ballots left in the slot of the door, are susceptible to vandalism, that someone could get those ballots and make mischief with them. C. Letourneau points out that they are kept in the secure box on the door, they are not falling on the floor. C. Branagan goes on to say that someone says the ballots are falling on the floor. Additional discussion is had about the status of the box on the door, and C. Letourneau is asked, have you ever seen any ability of anyone to make mischief with the ballots? Can we be assured that these ballots will be counted, and they are as the voter voted them?

C. Letourneau explains that the voted ballots in the lockbox on the door are emptied in the morning, at night, and on the weekends. I come in and check on them to make sure they are not overfull. Nobody can get inside that box. They are all checked off in the computer that we received their ballot. We also have the ability, if your ballot has a mistake on it, to contact you so that you can come and correct the ballot.

C. Rosenquist wonders if the complaint came up because on a national basis a lot of people complained that lockboxes were out in the community and they were locked but they were not supervised, there was no guard standing there.

C. Letourneau says there is a big ballot box that is downstairs that can go out front. It has to have security cameras on the box at all times, it must be locked and on concrete at all times. C. Branagan asks, if it's during a time when people are voting and people are using this meeting room right here, and you are not here, can anyone go in there and fool around with the ballots?

C. Letourneau replies, no. The ballots are locked in the vault. There are no ballots left outside of this building when we leave at night. All the ballots are locked in the vault. The box that we have by our window, that people come in and put their ballot in, is wheeled into the vault at the end of the day. All boxes with ballots are locked. C. Branagan asks about the ballots in the slot in the door? C. Letourneau explains that they are taken out and put in a container and locked in the vault.

C. Branagan asks if people can then not vote after the building is closed. C. Letourneau replies they can put them in the drop box on the front door.

**b. Buildings (Carl & Gary)**

**c. Budget and Finance (Gary and Doug)**

**d. Personnel (Doug & Carl)**

**i. Personnel Policy**

**e. Public Works/Grounds/Recreation (Carolyn & Dawn)**

Public Works hire – C. Branagan went to see the St. Albans Town Manager who previously worked with the Town of Georgia. They have a Public Works Structure. They have a bigger community. They have one man who is the head of the Public Works Department, and five or six people working under him. They also have the Highway Department. C. Branagan outlined some of the struggles in getting the new employee trained without taking away from the Highway Department, and she suggested possibly (for a fee) putting the Georgia Town new hire under the St. Albans Town Department Manager. Then have the two of them look at what needs to be done, how to train this new person regarding safety, trainings required by Human Resources and then have them assess what needs to be done in Georgia and have the neighboring community would help train the new hire while paying a fee to St. Albans Town.

to D. Penney speaks about the beach and the baseball. Public works is something we need figure out how we are going to structure it.

D. Bergstrom asks for clarification on the fifth guy that was hired for T. Cadieux's team. It was to help pay the wages of that person. To help pay the wages of that person because we needed more help with the highway as well. Taking over the mowing aspect it saved them \$10,000 of which was going towards his salary. The other money was picked up because we needed to have more stuff done on the highway side as well. It was a matter of giving up the plowing at the school or have someone additional to help maintain the roads and deal with the school as well. Budget-wise, they made up \$40,000 to pay a good portion of their salary.

Can we change the structure of that department so we can take on some of these responsibilities or can you be that go-to person that you are now going to control both highways and public works and you can disperse your staff as needed?

T. Cadieux notes that that was the thought, and D. Bergstrom says that though that is the case, sometimes T. Cadieux is asked to do something but he doesn't want to do it. The majority of what is being discussed is what T. Cadieux is already doing, except the beach duties. He and C. Letourneau collaborated on the duties and yearly stuff, (itemized).

Additional conversation ensues about combining the two departments.

G. Wright feels that there would be more balance.

T. Cadieux mentions that the cemetery has headstones that are tipped over that need attention, but they have not had time to do that. Nobody really has the knowledge about how to address that, are there certain things that you need to do? C. Branagan says she feels new hires should be added to T. Cadieux's team, and he direct them. D. Bergstrom and C. Branagan point out that there is a lot of growth happening right now. Conversation about seasonal people and budgets next year ensues.

G. Wright says the Board needs to let T. Cadieux know that he has the responsibility for Highway and Public Works, end of discussion. There is a suggestion that the beach piece

needs to be figured out. T. Cadieux feels the beach issue needs to be figured out. The only issue is locking and unlocking the gate. The gate must be locked says D. Bergstrom. T. Cadieux says he is willing to take on the Public Works jobs with the manpower he has. T. Cadieux says yes, the only issue is locking and unlocking that gate. Discussion about locking the gate ensues. Not locking it brings about a lot of issues.

G. Wright says close the bathrooms and put in porta potties. D. Bergstrom says it does not matter, if the gate is left open, you have everything from drug deals, vandalism, kids doing donuts on the baseball fields.

Additional conversation about people hanging out in parks, and issues at the parks.

D. Bergstrom and C. Branagan discuss cameras being added as a deterrent.

D. Bergstrom asks if the gate can be automated?

C. Rosenquist brings up the issue with people not leaving timely. D. Bergstrom says signs are necessary.

People are complaining that they want to be out on the water but come back when the gates are already locked.

K. Baker mentions that the gate could be automated with a sensor. If you are inside and it gets locked you can still leave, but not access from the outside.

Additional Conversation ensues about boat launches, docks, exit and entering with gate unlocking.

G. Wright will make a motion that T. Cadieux is now the Public Works head. Monetary compensation to be discussed in Executive Session.

Website – D. Penney approached them and got a layout she liked for about \$4,000/year. She spoke with someone else, who came in at about \$1,000. Matt Bouchard (our IT) said go back to the GovOffices people and we should be able to get an upgrade closer to the original price. Ben Driver (Driven) was around \$1,000. Our site is used for informational purposes, there is no money coming back to us.

D. Bergstrom mentions it would be nice to keep the work local. D. Penney agrees.

There is a proposal to have Ben do the website. D. Penney will get the full estimate from Ben. She does not have three bids, she needs one more. It will be added to the next meeting.

**i. Public Works Hire**

**ii. Beach Update**

**g. Committees at the direction of the chair**

**8. Other:**

**9: Plan Next Meeting & Agenda**

**a. Monday September 26, 2020 7:00 pm Regular Meeting**

**10: Executive Session (if needed, pursuant to 1 V.S.A. sec 313)**

**a. Personnel**

## **b. St. Albans Rec Contract**

### **11. Adjourn**

#### **Tabled Items:**

1. Junk Ordinance
2. Diversity & Inclusion
3. Black Walnut MOU
4. Fairbanks Road Memorial Request

G. Wright says he is impressed with the condition and the speed that they are putting the garage together. Mike Connor is very thorough. The weekly meetings are very detailed. T. Cadieux says they have been very good to work with. There is a bit of a dilemma about paving. Pike was supposed to do it, and as mentioned before, they are renegeing, they say they are over committed says C. Rosenquist. It is unfortunate. G. Wright says we want that paved before winter.

We have a contract with Pike to pave roads. T. Cadieux says it is in the contract for pavement of the garage. We are passed the date in the contract. T. Cadieux says there is no penalty in the contract for breach of contract. Interior wash bay stuff is figured out. Question of using OSB and last week they came up with an alternative.

Buildings – Bovat Road, T. Cadieux sent an email saying that he is preparing the site and getting ready for the bypass road. There is a delay with components and next week.

Budget and Finance – G. Wright says he thinks they need to work with A. Baker. They will need year to date and formats for the department heads. G. Wright notes that there are some things that appear discretionary (in his opinion). He stopped to talk to a State Trooper and asked about overtime. G. Wright was told they voted a certain number of hours and referred him to the State Police Lieutenant. Budgetary things, look at hours and dollars. There has been a lot of conversation about police coverage in Georgia. Milton has given as much as they can. Can we hire an officer that could be designated for Georgia. Funding is an issue. State Police should already be covering Route 7 and Route 104A. We need to figure out what the coverage is and what they are getting currently for their money.

One Milton Police Officer mentioned reaching out to retired police officer as a constable. They could enable them to be able to write tickets and be in uniform. One interesting piece that was brought up about maybe utilizing the first responder sharing it with officer duties. If the funding was there, perhaps they could do double duty. Todd mentions that it might be a conflict of interest in the event they were needed for EMS.

Discussion is had about dangerous driving practices and finding others to cover the need. Additional discussion was had regarding police presence in the community.

Personnel Committee – C. Letourneau says the Personnel Policy has gone out. It has been shared with Department heads, the Board is waiting for feedback, then it will be sent to legal and ready for the next meeting.

New Hires is in place and she started today. She has email now. Matt (IT) has her up and running, she worked on deposits today. G. Wright and D. Bergstrom should meet with Bonnie Nichols (new hire-Bookkeeper) so they can show her how they want the invoices done now. G. Wright needs a copy of the Library procedure.

Public Works – C. Branagan is glad hear the conversation around ARPA money starting to pick up and believes they need to get together as the Board and decide what they want to do. C. Branagan believes there is consensus about using the book that G. Wright loaned to her. She is loaning it to D. Penney. It was written in 2018, it gives them a starting point about all the buildings owned by the town and what needed to be done at that point. The Highway Department is included, and that problem has been resolved with a new building. C. Branagan feels there is agreement around the board that that would be a really good place for the ARPA money. There needs to be a hearing held for the public to offer suggestions. C. Branagan refers to Betty Valley's comment about there being a need in town, where we can assemble. A structure where people can congregate for a concert or weekly activities in the summer even if it's raining.

Next Meeting : Monday Sept 26, 2022 @ 7:00 pm.

Future Agenda items should be sent to Doug and he will set the agenda.

The Board enters Executive Session at 10:18 pm

C. Rosenquist makes a motion to enter Executive Session, seconded by G. Wright

The Board Exits Executive Session at 10:50 pm

Motion made to pay T. Cadieux \$35.00 per hour for 40 hours starting 09/12/2022 made by D. Penney and seconded by C. Branagan, all in favor.

Motion made that Highway-Public Works Employees are now working a 40 hour a week at a new rate of pay starting 9/12/2022 by D. Penney, seconded by G. Wright, all in favor.

Motion to adjourn at 11:30 made by C. Branagan, seconded by C. Rosenquist, all in favor.