

Selectboard Meeting Draft Minutes  
July 1, 2020

Present: Emily Grube, Steve Chamberlin, Scott Woodward, John Peters, Chuck Gundersen

Public: John Moore (Planning Comm), Jon Harrington, Jim Potter (Road Foreman), Karen Hewitt Osnoe (ZBA), Richard Martin, Cathy Peters, Kevin Worden (Teago), Ben Brickner (Zoning; Auditor), Cynthia Hewitt (Selectboard Assist)

1. Emily called the meeting to order at 7:00 pm
2. No public comment
3. Agenda Review: Postpone Brick Building repairs; Change date of Truck RFP bids; add Kevin Worden Teago site visit; Scott clarified items b.VSP and c. Forest Fire Warden
4. Recurring Items:
  - a. Scott moved and Steve seconded approval of 06/17/2020 minutes; unanimous roll-call vote
  - b. Emily moved payment of the following Warrants; John seconded; unanimous roll-call vote. Ellen questioned the Stichel Page & Fletcher invoice.

19123	\$ 18,416.16	Accounts payable
19126	6,330.13	Accounts Payable
20100	8,229.00	Payroll
20101	91,346.94	Accounts Payable

c. Road Foreman's Report

The crew continues grading and ditching; their work stood up through the recent heavy rain. During the rainy days they have serviced and cleaned the loader and grader. Aprons are all swept. Uniforms have been ordered. Jim has gotten two quotes for a dumpster, will seek a third from ABLE prior to decision. Has arranged with Irving to no longer deliver heating oil, but will use the diesel tank to run the furnace. Keith Sawyer continues roadside mowing three days a week. Has done the south end of town. Has Cloudland to do. The refrigerator at the garage has quit; Jim was authorized to replace it. Richard Martin mentioned a wash-out on Howe Hill, Jim reported it was already fixed and explained it was silt, not mud, in the culverts. There have been washouts on Howe Hill from the heavy rains– they are working on repairs. They have finished up band-rail. Pike is scheduled to do final paving the week of July 13<sup>th</sup>. Jim ordered the culverts for Bunker Hill project and is seeking bids for ledge removal. Hope to do this the first week in August. Jim's annual review meeting is rescheduled to Wed, 07/08/2020 at 8 pm. Mr. Worden from the Teago project reports the completion of turning studies and that modifications to roadway are painted in, pedestrian suggestions are incorporated. The Board will carry out a site visit on Monday, 07/06/2020 at 6 am. Jim told Mr. Worden that Nate is very easy to work with. The Department of Natural Resources is determining the issue of running a waterline from Artistry, across Library property, and under the brook. Ellen has received two bills from Pike; Jim suggested paying the bills in full when the project is finished.

5. Items for Discussion or Vote

- a. Winter Maintenance Policy – John started editing this document a couple of years ago. The current policy is outdated. John will circulate the edited policy for discussion at the 07/15/2020 meeting.
- b. VSP contract renewal -- The VSP contract is the same as last year with no rate increase. Ellen reports that they have not yet spent all the budgeted money for last year. Scott moved and John seconded approval of the document. The VSP sends monthly reports of hours spent and specific officers. Scott suggested they be asked to also report what activities they provided. The Board would like to ask the police to patrol Bartlett Brook road for traffic violations such as speeding, unregistered vehicles, etc. Emily will make this request. Jim reports the citizens on Howe Hill are concerned about speeding on that new surface. Unanimous roll-call vote
- c. Forest Fire Warden. Emily received a recommendation from the State that Frank Perron be appointed the Fire Warden for a 5-year term. Frank is agreeable. Steve moved and Scott seconded this appointment. Unanimous roll-call vote. Steve has had several complaints of inability to reach Frank at times. Frank will be reminded to have explicit messages on the Fire Warden's answering machine to facilitate residents' needs. Recently the Fire Department was called to a fire at the former Biggs House which Spencer Schwenk had left unattended. Communication between Fire Warden and Fire Department as well as the dispatcher, needs to be improved.
- d. Conflict of Interest Policy. Emily pointed out two crucial sections had been eliminated in the current draft. Scott will attend to these and will present an amended policy at the 07/15/2020 meeting. He explained this policy was in compliance with Federal guidelines and language pertaining to grant submissions.
- e. Personnel Policy – The board has considered some changes in policy, as well as updating and eliminating inconsistencies in the policy. We will continue to examine and discuss.
- f. ZBA Certificate of Compliance. With the newly adopted Zoning Bylaws a Certificate of Compliance permit needs to be submitted for all ZBA and PC decisions. Ben Brickner helped to draft the Certificate (attached). Karen also suggested the fee schedule needs to be updated with increased costs. She will continue to research comparable towns and report back. Scott moved and Chuck seconded the town adopt the Certificate of Compliance for conditional use purposes; unanimous roll-call vote.
- g. Town Hall Rental. Emily provided the new Barnard provisions for rental of public spaces. We can have 50% of the fire standard recommended number of people (101). The renters will need to enforce Covid-19 restrictions. Do we need to use professional cleaners? Barnard only rents to legal resident or taxpayer. The Board considered whether or not we wanted to open our Town Hall. John suggested renting to only residents. The income from such was a total of \$450 for last year. The Hall is not really large enough to allow social distancing. Emily will check with PACIF re: liability issues and Covid-19 parameters. Discussion to continue.
- h. Road Ordinance. Dirt bikes are not included in the town ordinance. Dirt bikes are not considered ATVs by the State. They are motorcycles which can be registered; for use on public roads they MUST be registered. Emily will ask the VSP to patrol Bartlett Brook road to discourage current misuse by dirt bikes. John suggested lowering speed limits on dirt roads; this would entail a traffic study. More information is to be gathered for further discussion

- i. John moved and Chuck seconded to extend the deadline for opening truck bids to 07/15/2020. Unanimous roll-call vote.
6. Meeting Wrap-Up
  - a. Correspondence: The Planning Commission is working on a survey re: White River Watershed and adjusted flood plain maps. They welcome input from the Board. The Board of Natural Resources is working on Artistree/Purple Crayon/Teago plans.
  - b. Review of Assignments: Scott – Conflict of Interest Policy; Steve – John Morgan scheduled work on Garage; Emily – PACIF and VSP; look at Personnel Policy and Winter Maintenance
  - c. Agenda Items for Next Meeting: Brick Building repairs, Winter Maintenance and Personnel policies; Truck Bids; continuing Zoom meetings
  - d. Scott moved and Chuck seconded adjournment at 9:23 pm.