

# SELECTBOARD MEETING MINUTES

## OCTOBER 21, 2015

Present: Melinda Gervais-Lamoureux, Doug Niles, James Cross, Ed Barber from Newport Daily Express, Jenn Hanlon, Bill Hawkins, Joe Arborio, Mark Castonguay, Joel Cope, and Teresa Potwin.

Chairperson, Melinda Gervais-Lamoureux called the meeting to order at 6:00 PM.

**PUBLIC COMMENT:** Joe Arborio, Health officer was present to just inform the board of activity in which he was involved. Mr. Arborio informed the board that he has had two calls, both of which did not require the health officer, but Mr. Arborio pointed the subjects involved in the right direction to acquire the help they needed.

Jenn Hanlon was present to ask the board if they would help in making the e-911 information a priority issue. Jenn has three main issues that she would like the town to implement in this issue.

1. Jenn would like to have the e-911 coordinator incorporated into the zoning permit process. This would mean that the town clerk would contact the e-911 coordinator when someone comes to get a permit to confirm that the e-911 address on the permit is correct, and the coordinator would sign off stating that this is the correct e-911 address before the permit is issued. Doug Niles motions to have the town clerk contact the e-911 coordinator when an application is received. James Cross seconds the motion, all in favor, so carried.
2. The next issue is the road sign policy. By law street signs on a main highway have to be a standard size. Nothing in the policy states that a private road sign needs to be this standard sign. Jenn suggests that a standard 24 x 6 sign with 3 ½ " lettering be used because the standard size sign is much too big. The board decided that the town would cover the cost for these signs and installation on private roads. Mr. Arborio at this time asked about the people that have already purchased the other signs at their cost. The board decided that the cost of the other signs would be returned to the property owners.
3. Jenn also is working with NEMRC on having a custom report done for the e-911 coordinator, town clerk and lists as this is very important for them to have this information.

Jenn Hanlon also brought up an issue about traffic on the Arthur John Road, from Sweet Tree activity.

**ROADS:** Doug Niles informed the board that he has been in contact with Jason Lefebvre about the time line of the Taylor Road project. Jason informed Doug that he can start the project as soon as the culvert is delivered. Joel will ask for an extension on the grant just in case.

Melinda asked Mark if the road crew could possibly take some time and straighten road signs around town. Also, to replace a few signs that are needed.

**BUILDING AND MAINTENANCE:** Melinda updated the board on the tractor and the cost of the repairs. The board has decided to fix the tractor at this time.

Joel informed the board that he has been working the Ray to comply with the ADA standards in the building and the Joel will get with Ray to set a schedule on doing these items.

Melinda informed the board that she noticed the other day that a landowner on Mountain Street had been putting the leaves from their lawn into the ditches in front of their property. Joel will write the property owner a letter to inform them that this is unacceptable.

The board agreed that it was time for Ray to take the banners down on the Town Hall.

Joel will look into applying for a USDA grant to either get a one-ton truck for the road crew, purchase a new tractor, a cruiser, or fix the elevator. Joel will research options.

**SALE OF MEADOW STREET PLANT TO THE ISLAND POND MAPLE FACTORY:** A motion was made by Doug Niles to convey the plant located at 306 Meadow Street, Island Pond Vermont for \$220,000.00 in accordance with the terms of the lease to The Island Pond Maple Factory. James Cross seconds the motion, all in favor, so carried.

**READ AND APPROVE MINUTES:** The board reviewed the minutes of the October 7, 2015 meeting. A motion was made by Doug Niles to approve the minutes as printed. James Cross seconds the motion, all in favor, so carried.

**PERSONNEL:** The board reviewed the employee timesheets.

**MEMORIAL REQUEST:** The board discussed a request from Sylvia King about engraving her husband's name in the benches on the park path, as she had seen a bench there in memory of Keith O'Keefe. The board noted that this bench was purchased by the family and that it was not a policy to engrave the benches that the town had purchased. Doug will contact Mrs. King and inform her that if she is willing to purchase the bench herself and have it engraved, as the O'Keefe family has done, that the town would place it in the park.

**BUDGET REPORT:** The board reviewed the budget report.

**PAY ORDERS:** The board signed the road pay orders and the general pay orders.

**CONSIDER MEETING TIME CHANGE:** A motion was made by James Cross to change the meeting times of the regularly scheduled meetings as follows: The first meeting of the month will be held the first Wednesday of the month at 6:00 PM and the second meeting will be held on the third Wednesday of the month at 9:00 AM. Doug Niles seconds the motion, all in favor, so carried.

**OTHER BUSINESS:** Melinda informed Bill Hawkins of a complaint that she received about the condition of the recycle center. Joel will look into the waste district coming twice a week to see if this helps.

A request from Vermont Electric Co-op was received by the town for a waiver. By law, Vermont Electric has to give a 45 day notice before a project is started. Vermont Electric wants to replace transformer, and is asking for a waiver so that they may start the project before the 45 day waiting period. A motion was made by Doug Niles to grant Vermont Electric their request for the waiver. James Cross seconds the motion, all in favor, so carried.

Joel showed the board a request from Vermont Symphony Orchestra to have an article on our warning for an appropriation. Current board policy is that any new applicant for an appropriation get a petition signed by 5% of the checklist the first year.

The board discussed the closing of Probate Court here in Brighton. The board will look into hiring Lisa Moore as a permanent part-time employee at budget time. This would extend her hours as well as make her eligible for benefits.

Billy Hawkins informed the board that he has had two requests for use of the gym. Jake kocis has asked to use the gym, when it is available to teach his home-schooled children physical education 3 or 4 days a week. Also December 5, 2015 Billy has received a request to use the gym for a wedding. The board wants more information on the wedding before saying yes.

Meeting adjourned at 8:10 PM.