

## SELECT BOARD MEETING MINUTES MARCH 20, 2024

Present: Noah Bond, Jeanne Gervais, Heather McElroy, Mark Vaillancourt, Maggie Machinist, Jamie Budrewicz, Jillian Kilborn, Michael Testut, Maria Perry, Cecil Daniels, Kyle Sykes, Beth Rodondi, Andy Martin, and Teresa DeBonville.

Attending virtually: Anne Budrewicz, Pierre Gervais, Joel Cope, Bruce Webster, Michael Strait, Steve Newton, Mercy and Greg Manning.

Chairperson, Jeanne Gervais called the meeting to order at 5:30 PM.

Updates to the agenda: Pay Orders, Letter of support for library trustee, Overweight Permits, Arpa document signing approval, Wiffle Ball Tournament.

Public comment: Noah Bond mentioned to Cecil Daniels that he spoke with Pacif, which is our insurance carrier, and they have no problem with the secondary trail being on the town's property by the Sewer plant. It will be a few more weeks before all the information is here. Cecil Daniels thanked the board for the information.

Jamie Budrewicz mentioned to the board that we are having problems with speeding on Pleasant Street again. Jeanne Gervais asked Andy Martin if the speed sign had been fixed yet, and Andy told the board that all the information pertaining to the sign and any repairs is now in the hands of the Essex County Sheriff's Department. Noah will contact the sheriff's office about repairing this sign.

Kyle Sykes was present to ask the board if they would be willing to do a base path extension to the ballfield and presented the board with a quote for the cost of material and time. This would be at a cost of around \$2,000.00 for materials, and labor and equipment use from the road department. Kyle mentioned to the board that if possible that the work be completed by May 1, 2024, as teams start playing by mid-May. A motion to allocate funds up to \$2,000.00 to fix the ballfield was made by Heather McElroy, with the stipulation that Kyle present this to the Recreation Committee to see if they would be willing to donate some funds as well. Michael Testut seconds the motion, all in favor, so carried.

Pierre Gervais asked if this would eventually be part of the 8-year town plan that the planning commission had been working on, and how would we align this with the budget. Noah Bond mentioned to Pierre that the planning commission had been working on the All-Hazard Mitigation Plan at this time, but that they would be working on the 8-year town plan as well, because the next version would be due in 2026 and that the ballfield could be added to this plan.

Set Rates for Town Equipment: A motion was made by Heather McElroy to set the Town Equipment rates as follows. Michael Testut seconds the motion, all in favor, so carried.

- Grader: \$165.00 Per Hour
- Trucks: \$95.00 Per Hour
- Sidewalk Tractor: \$95.00 Per Hour
- Backhoe: \$115.00 Per Hour
- Front End Loader: \$125.00 Per Hour

Special Election Update: Noah mentioned to the board that no informational meeting will be needed before the special election for the addition of two new select board members to be held on April 30, 2024. This will just be an Australian Ballot election from 9:00 AM to 7:00 PM.

Essex County Sheriff's Department Contract: The board reviewed the revised version of the 2024 contract with the Essex County Sheriff's Department. The only change made was the hourly rate, which is \$45.00 per hour and \$65.00 per hour for calls that require the officer to work overtime. A motion was made by Heather McElroy to approve and allow the select board chair, Jeanne Gervais, to sign the contract. Michael Testut seconds the motion, all in favor, so carried.

Highways, Streets, and Sidewalks Permit Process: Andy mentioned to the board about adopting a permitting process for work done in the towns right of way by property owners. This permit would state that the property owner would be responsible for any damage done to the town's right of way after a project that they do on their property for up to one year after the project is complete. Andy suggested that when they apply for this permit that they put down a deposit, and if no damage arises after 1 year of completion of the permit, that the property owner receive their money back. The board agreed that this would be a good idea, and that the planning commission would work on putting this permit process in effect for adoption here in the Town of Brighton.

Compensation Time Policy Analysis: Tabled.

Arpa agreement for the Wastewater Treatment Facility project: A motion to approve our Town Administrator, Joel Cope, to sign the ARPA grant agreement for the Wastewater Treatment Facility Project was made by Michael Testut. Heather McElroy seconds the motion to approve our Town Administrator, Joel Cope, to sign the ARPA grant agreement for the Wastewater Treatment facility Project. All in favor, so carried. These motions will initiate the discussion and eventual vote by the select board on whether to approve the Town Manager to sign the ARPA grant agreement.

TI Sales Warranty: Noah Bond presented the board with the warranty agreement from TI Sales on the transceiver and pro-readers that the water department uses. Noah also mentioned to the board that he spoke with Rodger Sheldon on this, and Rodger suggested

signing the warranty. A motion was made by Heather McElroy to authorize our Town Manager, Noah Bond, to sign the TI Sales Warranty agreement for the water department equipment. Michael Testut seconds the motion, all in favor, so carried.

Approval of new Library Trustee: Noah Bond gave the board a letter from the Library Trustee's nominating Michelle Osborne as the new library trustee, replacing Jocelyne Gervais. A motion was made by Heather McElroy to approve the appointment of Michelle Osborne as Library Trustee on the suggestion of the library board. Michael Testut seconds the motion, all in favor, so carried.

Overweight Permits: The road foreman, Andy Martin reviewed the overweight permits sent to the Town of Brighton. Andy told the board that he had no issues with these permits. A motion was made by Heather McElroy to approve and allow the select board chairperson, Jeanne Gervais, to sign all permits. Michael Testut seconds the motion, all in favor, so carried.

Wiffle Ball Tournament: A request was made to the board that the Annual Tyler Pepin Wiffle Ball Tournament be held on July 27, 2024, at the Ballfield. A motion was made by Heather McElroy to approve the request, Michael Testut seconds the motion, all in favor, so carried.

Pay Orders: The board reviewed and signed the pay orders for the general expense account and the road department expense account.

Approve minutes of the previous meeting: The board reviewed the minutes of the March 6, 2024, re-organizational meeting. A motion was made by Michael Testut to approve the minutes as printed. Heather McElroy seconds the motion, all in favor, so carried.

Other business: Noah Bond gave the board the report on the projects that the town employees have been working on, and those that they would continue to work on. Noah gave an update on the VOREC Grant, the town will not be receiving the grant this year. The boiler at the Railroad Depot will need to be repaired/replaced, so we will start looking around for quotes on this. This will be covered by the reserve funds set aside. The roof is leaking at the Railroad Depot and will need to be fixed. The Paddle Board program is under way. Noah mentioned to the board about a claim that Vermont Electric has sent to the town about damage done to underground lines buried on the Gideon's Mill Road that were damaged during the clean up process after the December flooding. Andy and Noah are speaking with representatives from Vermont Electric and the state on this to get this claim dropped. Noah will keep the board updated on the progression of this matter. Noah mentioned to the board that the gym floor is due to be refinished again. We will investigate scheduling this for this year.

Andy Martin asked the board if a pole barn could be put up behind the town garage to store the grader and work on equipment. This would be a 40 x 60 structure at the cost of around

\$3,500.00. The work will be done by the road crew this summer. The board agreed that Andy could add this structure if all permits were filed and approved.

Andy mentioned to the board a couple of paving projects that should be done this year and expressed concern about the cut in the paving budget for the 2024 year. The board agreed to allow Andy to do a \$10,000.00 project this year and fix the lot behind the Town Hall building. The board discussed increasing the paving budget to \$30,000.00 in next year's budget and leaving it at this to cover the cost, as well as increase our reserve account so that the 5-year plan can be completed.

Andy mentioned to the board that he would be going over budget on the contracted services line item this year as well. To cut some of the costs of contracted services this year, Andy has rented a roadside mower and brushing back the banks himself to save some of the cost.

Andy asked about a clothing budget for the road crew and Bruce, as the guys are now fixing all the town's equipment themselves and are ruining much of their clothing. Also, needed for the road crew and Bruce is reflective wear that is ANSI approved for work being done on the highway. The board agreed to buy them mechanic coveralls and high visible jackets and T-shirts.

Andy asked about the progress in the park project and was wondering if Bruce should plan on putting out picnic tables and trash cans and doing seeding in the pavilion park. The board told Andy that the project probably wouldn't be starting until fall, so Bruce should plan on doing this.

Meeting adjourned at 7:45 PM