

SPECIAL SELECT BOARD MEETING MINUTES JANUARY 30, 2025

Present: Jeanne Gervais, Heather McElroy, Greg Manning, Pierre Gervais, Anne and Jamie Budrewicz, and Mike Strait.

Attending Virtually: Joel Cope, Ed Barber, Mercedes Manning, and Tonya Ozone.

Select Board Chairperson, Jeanne Gervais called the meeting to order at 5:00 PM.

The Pledge of Allegiance was recited by all in attendance.

Update Agenda: Fixed Asset Service, Vacancy in offices.

Public comment: None.

Zoning By-Law Repeal Decision: A motion was made by Pierre Gervais to reject the repeal of the Town of Brighton zoning by-law. Heather McElroy Seconded the motion, all in favor, so carried.

Approve and Sign the Warning for Town Meeting: The board reviewed the 2025 Annual Warning for Town Meeting. A motion was made by Greg Manning to adopt the warning for the 2025 Annual Town Meeting. Pierre Gervais seconds the motion, all in favor, so carried.

Pierre Gervais at this time mentioned that several vacancies were available and needed to be filled in the town.

Appoint Michael Strait and Joel cope as primary contacts and signers for grant reporting: Pierre Gervais motions to remove Noah Bond as primary contact and authorized signer for all grant reports, applications, amendments and reimbursement requests and further to authorize the select board chair to sign any documents required by the grant agencies to affect this change on behalf of the board, and appoint Michael Strait and Joel Cope as primary contacts and signers for grant reporting. Heather McElroy seconds the motion, all in favor, so carried.

Discussion regarding reports for the annual report: The board received the letters sent from the non-profit organizations that the town sends appropriations to for the annual report. Because we receive so many, the board reviewed which letters they would like to recommend to the Auditor's to put into the town report. The board agreed that they would like to see the report from Newport Ambulance, and the Essex County Sherriff's Department and well as Farm to School in the report. Greg Manning wanted to go on record to say that the Farm to School's "Lunch Box", which is the food wagon Does Not come to Island Pond and never has.

Road Crew Update: The board has received 8 applications that have come in for the two road crew positions that need to be filled. Currently, we have temporary fill-ins helping until the two positions are filled. The board will review the applicants, and when the time comes, will select two board members, and the road foreman to do the interviews.

Vacancies: The board discussed the resignation of Zoning Administrator, Beth Rodondi, and the vacancy of this position that will need to be filled. The Planning Commission will make a recommendation to the select board on who to appoint when the time comes.

Fixed Asset Service: A motion was made by Heather McElroy to enter into a service agreement with RHR Smith and CO. to maintain the town's fixed asset database at the rate of \$650.00 per year with a \$750.00 setup fee for the first year and authorized the select board chair to sign the service options form and resulting contract on behalf of the town. Pierre Gervais seconds the motion, all in favor so carried.

Other business: Jeanne Gervais mentioned to the board that Michael Strait and Joel Cope will be taking over the work that Noah Bond had been doing on grants, and this will result in more than 40 hours per week, so discussion was made about whether this would be comp-time or overtime for them. The board agreed that over 10 hours per week overtime should be discussed and brought to the board's attention, but will pay Michael Strait overtime, at least until the town meeting to see if the voters will abolish the Town Manager form of Government or continue with it. After the town meeting, discussion will be made about how to move forward, and the possible hiring of a town administrator to assist, and the board will discuss in a meeting how to divide up the work that Noah Bond was responsible for between the current employees.

Heather McElroy mentioned to the board that she may be late for the February 19, 2025, meeting as the Recreation Department has been struggling to find volunteers to help hand out buckets for the fishing tournament that evening. Mercedes Manning mentioned to Heather that she will be there to assist on this day as well as the days leading up to the fishing tournament.

A motion to adjourn the meeting was made by Heather McElroy and seconded by Greg Manning. All in favor, so carried.

Meeting adjourned at 6:00 PM.