

SELECT BOARD MEETING MINUTES  
RE-ORGANIZATIONAL MEETING  
MARCH 5, 2025

Present: Jeanne Gervais, Heather McElroy, Mike Testut, Greg Manning, Bill Hawkins, Joel Cope, Jamie Budrewicz, Mike Strait, and Teresa DeBonville.

Attending virtually: Bruce Webster, and Mercedes Manning.

Jeanne Gervais called the meeting to order at 5:00 PM.

The Pledge of Allegiance was recited by all.

Update Agenda: The agenda was updated to include the appointment of the Town Clerk.

Public comment: None.

Appoint Select board chair: A motion was made to appoint Greg Manning as select board chair. All in favor, so carried.

Set Dates, times, and place of regular select board meetings: A motion was made by Jeanne Gervais to hold the regular select board meetings at 5:30 PM, on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesdays of every month in the town clerk's office meeting room. Bill Hawkins seconds the motion, all in favor, so carried.

Name Newspaper of Record: A motion was made by Heather McElroy to make the Caledonian Record the newspaper of record. Jeanne Gervais seconds the motion, all in favor, so carried. Joel Cope asked the board if the town could subscribe to the online edition of the Caledonian Record. A motion was made by Jeanne Gervais to approve the online subscription to the Caledonian Record. Heather McElroy seconds the motion, all in favor, so carried.

Set Rates for Town Equipment: A motion was made by Heather McElroy to set the following rates for the town equipment. This price includes an increase of \$5.00. Bill Hawkins seconds the motion, all in favor, so carried. The rates are as follows:

1. Grader: \$170.00 per hour
2. Sidewalk tractor: \$100.00 per hour
3. Trucks: \$100.00 per hour
4. Backhoe: \$120.00 per hour
5. Front-end loader: \$130.00 per hour

Appointing Town Officers: A motion was made by Jeanne Gervais to appoint the following officers. Heather McElroy seconds the motion, all in favor, so carried:

1. Fence Viewer: The Select Board
2. Pound Keeper: Renee Falconer
3. Tree Warden: Nicholas Bingham
4. Animal Control Officer: Ryan Perry
5. Constable: Tabled.

Fire Hydrant Shoveling: The select board was given a copy of the fire hydrant shoveling section listed in the Water Ordinance to review. The Water and Sewer board will go over this section at their next meeting, so talk on this subject has been tabled by the select board until further review of the policy by the Water and Sewer Board.

Zoning Administrator Appointment: By suggestion of the Planning Commission, Jeanne Gervais motions to appoint Nicholas Kittredge as the new Zoning Administrator for the Town of Brighton. Heather McElroy seconds the motion, all in favor, so carried.

Damaged vehicle decision: Because the town insurance has a \$1000.00 deductible on all claims, it was brought before the board to decide if Brittney Frizzell's claim of \$1188.31 be processed through the insurance company, or if it should just be paid out of pocket. Jeanne Gervais motions to just pay out of pocket to Brittney Frizzell the amount of \$1,188.31. Michael Testut seconds the motion, all in favor, so carried.

Approval of the Brighton Town Hall Supplemental Site Investigation Work Plan: A motion was made by Jeanne Gervais to approve the Brighton Town Hall Supplemental Site Investigation Work Plan with KAS. Bill Hawkins seconds the motion, all in favor, so carried.

Town Lease Agreements: Heather McElroy mentioned to the board, and asked if the chairperson, or if she herself would have permission to reach out to a tenant of the Town of Brighton who has stuff stored in several different places on the town's property, when the lease agreement signed between the tenant and the Town of Brighton states that the lease is for only so much square footage. This item will be tabled until Heather has a chance to reach out to the tenant.

Overweight Permits: A motion was made by Jeanne Gervais to allow the select board chair to sign the overweight permits. Heather McElroy seconds the motion, all in favor, so carried.

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

Appoint Town Clerk: A motion was made to appoint Teresa DeBonville as the Town Clerk. Heather McElroy seconds the motion, all in favor, so carried.

Approve the minutes of the previous meeting: A motion was made by Jeanne Gervais to approve the minutes of the February 19, 2025, meeting as printed. Heather McElroy seconds the motion, all in favor, so carried.

Executive session #1 to review collective bargaining agreement terms: Jeanne Gervais motions that the board enter into executive session to discuss the Collective Bargaining Agreement Terms under the provisions of Title 1, Section 313 of the Vermont Statutes finding that premature public knowledge would substantially disadvantage the town, with members of the select board and Michael Strait as a member of the bargaining committee. Bill Hawkins seconds the motion, all in favor, so carried.

Upon coming out of Executive session at 6:13 PM no action was taken.

Ratify Collective Bargaining Agreement: Jeanne Gervais now motions to ratify the Collective Bargaining Agreement between AFSCME Local 2413 of the Vermont AFL-CIO and the Town of Brighton. Heather McElroy seconds the motion, all in favor, so carried.

Executive Session #2 for Personnel Matters: The board did not enter Executive session #2, instead the process to hire a new town manager and the job description as set by the statutes. Until a new town manager is hired, Joel mentioned that there is money in the budget to hire an assistant for Joel and Mike at the rate of the Assistant Town Clerk for 12 hours per week.

Mike Strait updated the board on the hiring of the road crew. The town has three candidates in mind and have interviewed them.

Other business: Greg Manning asked about the executive committee meeting for NEK Broadband. Mike Strait told Greg that he was the representative and would be attending.

Mike told the board that the A&R Grant in aid money for the greeter program should be coming in within a week.

Mike informed the board that he will be submitting reimbursement for the DDM-19, Hazard Mitigation grant.

The board discussed Hazmat training for the new employees.

Jeanne Gervais motions to adjourn the meeting. Mike Testut seconds the motion, all in favor, so carried.

Meeting adjourned at 6:30 PM.