



SELECTBOARD MEETING MINUTES OF NOVEMBER 27, 2023

Members: Judy Bickford, Don McDowell*, Christopher Palermo, Laura Streets, Richard Craig

Absent:

ADMINISTRATION and STAFF: Chief Jason Luneau, Interim Town Administrator; Judi Alberi, Administrator's Assistant; Kevin Barrows, Highway Superintendent; Dennis DiGregorio, Fire Chief; Tina Sweet, Finance Director; Sara Haskins, Town Clerk/Treasurer; Bill Mapes, EMS Chief

PARTICIPANTS/GUESTS: Jamie Jaret, Tom Cloutier, Maria Ward, Kristin Marriott, Jerry & Evelyn Throne, Sheila Tarbox, Tony Cote, Laura Green, Thea Alvin, Nancy Dunavan*,

**participating via Zoom*

CALL SELECTBOARD MEETING TO ORDER

Judy Bickford called the Selectboard Meeting to order at 5:30PM at the Tegu Building.

AGENDA CHANGES/ADDITIONS

Change the order of the items under New Business to reflect:

1. Discuss Highway Budget
2. Approve Private Family Burial Site for property owner by T. Alvin

NEW BUSINESS

1. Discuss Highway Budget

Interim Town Administrator, Jason Luneau began the discussion with an overview of the Highway Department.

We have 2 garages that our Superintendent, Kevin Barrows manages. We have a Street Foreman, Matt Friedrich and 4 employees and a Town Foreman, Derek Small and 6 employees. Highway Department has 13 trucks.

Together they manage 92.13 miles of roads and almost 14 miles of sidewalks. During the year, they perform various duties based on the season. Some of those duties are: maintaining roads, removing down damaged trees, maintenance of vehicles (about 90% done in house), culvert work, infrastructure work, catch basins, street cleaning, roadside mowing, mowing all town property, hauling 25,000 yards of material from our gravel pit, repairing potholes, setting up flower pots and planters in the summer and removing them in the winter, moving around Adirondack chairs for display and then for Rocktoberfest, close off streets for various events, leaf pick up, hang banners, put up holiday lights, cross-walk painting, and so much more.

Chris Palermo mentioned that the can is being kicked down the road and, if this continues, prices will go up on trucks more than they already have. As of now, we are paying \$75,000 - \$100,000 more for a vehicle than we would have 2 years ago when we should have ordered these trucks. Chris also mentioned that Carrie Johnson, Project Manager, is working on developing an RFP for the street garage as our lease is up in 2025, and we all know that leasing the building is not a long-term solution.

The proposed changes to the highway budget can be found in the agenda packet for this meeting.

2. Approve Private Family Burial Site for property owned by T. Alvin

Health Officer, Todd Thomas received an application from Thea Alvin to have a private family burial site on her property. All conditions have been met, and Todd Thomas recommended that the Selectboard approve this application. In the past, the Selectboard has approved these requests, but the Health Officer can do this with approval from the Selectboard. Chris Palermo has 41 years as a funeral director and has conducted home burials and, in his experience, the Town Health Officer has been authorized to sign off on these applications.

Motion made by Don McDowell to approve the private family burial site request as presented for Thea Alvin's property. Motion seconded by Laura Streets. Motion carried. (5/0)

OTHER BUSINESS

1. Possible Executive Session - Legal, Personnel

Motion made by Chris Palermo to go into Executive Session because I find that premature general public knowledge would clearly place the public body, or a person involved, at a substantial disadvantage. Motion seconded by Richard Craig. Motion carried. (5/0)

Motion made by Chris Palermo to go into Executive Session to discuss the appointment or employment or evaluation of a public officer or employee subject to T1 V.S.A. § 313 (a)(3). To include Interim Town Administrator, Jason Luneau, Interim HR Director, Tina Sweet, Town Clerk/Treasurer, Sara Haskins. Motion seconded by Richard Craig. Motion Carried. (5/0)

Motion made by Chris Palermo to go into Executive Session because I find that premature general public knowledge of pending or probable civil litigation or prosecution, to which the public body is or may be party, will clearly place the town at a substantial disadvantage by disclosing its negotiation strategy. Motion seconded by Richard Craig. Motion carried. (5/0)

Motion made by Chris Palermo to go into Executive Session to discuss the pending or probable litigation or prosecution under the provisions of Title 1 section 313 (a) (1) of the Vermont Statutes, to include Interim Town Administrator, Jason Luneau, Executive Assistant, Judi Alberi, Zoning Administrator, Todd Thomas, DRB Chair, Gary Nolan. Motion seconded by Richard Craig. Motion carried. (5/0)

Motion made by Chris Palermo to come out of Executive session at 7:15pm. Motion seconded by Laura Streets. Motion carried. (5/0)

Motion made by Chris Palermo to approve hiring Elizabeth Townsend as the Human Resources Director under the terms specified in the Human Resources Director Employment Agreement. Elizabeth Townsend's first day of employment will be December 4, 2023. Motion seconded by Don McDowell. Motion carried. (4/0) Laura Streets Nay

Motion made by Chris Palermo to approve Finance Director Employment Agreement with our Finance Director, Tina Sweet, as presented. Motion seconded by Laura Streets. Motion carried. (5/0)

Motion made by Chris Palermo to approve the Memorandum of Understanding for Pay Compensation with our Town Clerk/Town Treasurer, Sara Haskins. Motion seconded by Don McDowell. Motion carried. (5/0)

ADJOURN

Motion made by Chris Palermo to adjourn. Motion seconded by Richard Craig. Motion carried. (5/0)

Meeting adjourned at 7:21 pm

Submitted and filed this November 30, 2023

Judi Alberi, Scribe

Please note all minutes are in Draft form and are subject to approval at the next Selectboard meeting.