

## SELECT BOARD MEETING MINUTES

November 27, 2023

PRESENT: Arthur Clifford, Gail Belyea, Patrick Houghton, Brad Hutchings

ABSENT: Kathryn Lawerence, Jason Dolloff (did not participate – but, did come by to check in with the select board)

1. **Consent Agenda:** Gail made a motion to approve the consent agenda, Arthur seconded the motion; all in favor.

The consent agenda included the following resolutions:

- 1.1. Approved: Minutes of November 20<sup>th</sup>, 2023, meeting.
- 1.2. Approved: Homestead Exemption Beatrice, Stephen
- 1.3. Approved: Veteran Exemption Beatrice, Stephen
- 1.4. Approved: Homestead Exemption Riley, Autumn

2. **Warrant #11, 11/27/2023**

2.1. Payroll Warrant #11 in the amount of \$24,473.83 .

- a) Arthur made a motion at 6:22 p.m. to approve Payroll Warrant #11 in the amount of \$24,473.83 . Patrick seconded the motion. All in favor.

2.2. A/P Warrant #11 in the amount of \$81,657.36 .

- a) Arthur made a motion at 6:25 p.m. to approve Accounts Payable Warrant #11 in the amount of \$24,473.83. Patrick seconded the motion. All in favor.

2.3. Error in Trio caused 3 people to not get checks cut. The Select Board called the payment for the 3 missing checks Payroll Warrant #11a in the amount of \$1,542.24 . Arthur made a motion to approve Accounts Payable Warrant #11a Patrick seconded the motion. All in favor.

### **3. Elected Officials/Board/Committee Reports**

#### 3.1. Brad Hutchings:

- a) #1 washout on Burbank
- b) Recent snow on 11/22/23 used all four trucks
- c) Red 6 wheeler replaced air dryer - Fixed 11/27/23 – ready to run
- d) Piston for green truck: Alpine mechanical performing repairs – currently waiting for rods to come in

#### 3.2. Brad & Temporary shelter:

- a) Electrical trench has been dug & electrical is coming this week.
- b) Request from L2 on Saturday 12/2/23, can they use the town's backhoe. For apx. 2 hours & a Peru operator. Arthur asked: who will pay for the operator? & offered to donate his time. It was decided by SB that Brad or Rick would use comp time for payment. The estimated time backhoe & operator will be needed is 2 hours.

3.2.b.1. At 6:44pm A Motion to have road department use comp time on 12/2/23 to operate town's backhoe to level the ground for the temporary shelter. Patrick motioned & Arthur seconded, all in favor.

- c) Arthur asked Brad Hutchings: Any update on New plow truck/chevy? No

### **4. Unfinished Business:**

4.1. Bruce Cox / Finance Committee – Select Board Secretary will send a letter to Mr. Cox stating: You have been removed from the Finance Committee due to lack of participation

4.2. Road crew time sheets: August of 2023 Brad & road crew were asked to start time sheets for 1-2 months. The road crew lasted longer than expected. Arthur asked Brad if he was willing to give an overview of what the crew was doing daily. Brad offered to fill time sheets for his crew. Gail noted that Brad will not sign his job description. Requested to update the Road Commissioner's job description, it is 15 years old.

#### 4.3. Temporary Shelter:

- a) New door going up 12/1/23, it is 16'x16'

b) Yes, town backhoe will be used to level ground for the new building

c) Larry running electrical & will come back to make connection.

4.4. Select Board ledger: Arthur spoke with Deb – she does not want to do the workshop. It is best due to line items, if town is “short” it is harder to cover line items. This guidance is from MMA and auditors.

4.5. Arthur offered to help Deb set up new phone/voice mail

4.6. McMichael refund: Lee-Ann is looking into the issue and will follow up after she has looked into the issue.

4.7. The Solar workshop was cancelled & Solar ordinance will be added to new business and carried over each week as SB works on the topic.

## 5. **New Business:**

5.1. Kyes Insurance: Will be coming to town hall. Coverage will be reviewed and an opportunity to ask questions on towns coverage and options. Patrick will attend; Gail or Kathryn will also attend.

## 6. **Roundtable Discussions:**

6.1. Secretary Training – SB does want the new secretary to attend training for General Assistance and FOAA. Gail made a motion and Patrick seconded, all in favor.

6.2. Secretary emailed Lee-Ann re: questions on Town parcels, Tax Map & new splits.

6.3. Flagpole light: Arthur will check the light to see if it needs to be fixed, a new battery or if broken and needs to be replaced.

6.4. Secretary hours:

a) Select Board discussed and preposed keeping similar hours for new secretary

b) Hours will be posted on door outside of office and on town web page.

6.5. Posting Agenda on town web page

a) Yes, a draft will be posted on town web page

b) It will be sent to SB on Thursday to review.

c) Goal set of having agenda posted by Friday(s) before lunch. As long as possible, town needs may change affecting posting time. Patrick motioned to approve, Arthur seconded, all in favor.

**7. Public Participation**

7.1. Patrick made a motion to go into Public Participation at 8:58 p.m. Arthur seconded the motion. All in favor.

- a) Jackie Child – the temporary structure roof – is inflatable, how is it inflated?
- b) Jackie Child – shared her thoughts re: inter-office transparency
- c) Jackie Child – Why was the new phone kept unused in the closet (since 2018?)

7.2. Arthur made a motion to come out of Public Participation at 9:13 p.m. Patrick seconded the motion. All in favor.

**8. Adjournment**

8.1. Arthur made a motion to adjourn the meeting at 9:14 p.m. Patrick seconded the motion. All in favor.

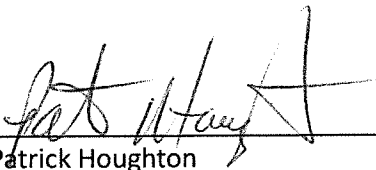
**Select Board Meeting**

**Monday, December 4<sup>th</sup>, 2023, at 6:00 pm**

  
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 Arthur Clifford Date  
 Selectboard Chair 12/4/2023

  
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 Gail Belyea Date  
 Selectboard Vice Chair

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 Jason Dolloff Date

  
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 Patrick Houghton Date  
 12/4/23

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 Kathryn Lawrence Date