

Select Board Meeting
May 11, 2022

6:05 pm meeting called to order by Neil Oleson.

Select Board members present: Neil Oleson, Mike Bedini, Terry I. Green,

Select board members absent: None

Others present: Vicki Winchell, Ron Bosley, Cindy Bosley, Jim White, Pam White, Janet Bartlett, Tim Bartlett, Diana Worth, Roger Randall

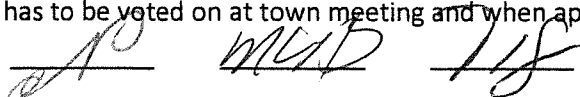
Terry I. Green made a motion to approve the minutes from the May 4, 2022 meeting. Mike Bedini seconded. Unanimous.

Terry I. Green made a motion to approve the minutes from the April 13, 2022 meeting. Mike Bedini seconded. Unanimous.

Selectboard:

- Neil presented a letter KP Law received from the Attorney General stating there was no actual violation of the open meeting law complaint filed by Christine Dobbert. The board now considers the matter closed.
- Neil shared a resignation letter received from Jon Oleson resigning, effective immediately, from the following town positions: Moderator, Finance Committee, Memorial Committee, Planning Board and Conservation Commission. Keys were also handed in with his written resignation. Moderator will be appointed at the annual town meeting. Pam asked if there are job descriptions for these positions. Terry will attempt to find descriptions of these positions through the state website. Ron Bosley has volunteered to be the Moderator. Neil informed him they could nominate him temporarily at the annual town meeting then it would have to go to election for a permanent appointment.
- No resumes received for the Treasurer/Collector position.
- Pam discussed she has been reviewing the bylaws and has found several typos and errors and wanted to bring it to the board's attention. Neil informed Pam any bylaw issues should be brought up to the Planning Board as they write them and take care of them. Pam will bring it up at the next Planning Board meeting.
- Pam would like to know where the Selectboard is at with the job descriptions. Neil responded they have had a full plate lately without having a town administrator. They do intend to review them in the future but currently busy with other tasks. Mike added the first one they will review the Town Administrator description as they are in the process of hiring one. They will move on from there but they can't define job descriptions for elected positions as the state dictates those duties. Any job the town hires for they can do those. If it is an elected position it is the elected persons responsibility to find the information through the state. Pam added there seems to be some vacancies in town so how do people know what the position would entail. Terry responded even elected positions have to have some sort of description but yes, the elected person would need to do some research, with guidance from the board. First goal however is to get the Town Administrator and Treasurer/Collector positions filled. Roger questions bonding and added that if there were descriptions and people in town knew there was no liability against them more people may possibly get involved. Pam asked how do you change a bylaw. Neil and Terry responded it has to be voted on at town meeting and when approved by the town the changes need to be

Select Board Initials



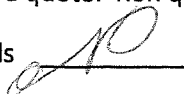
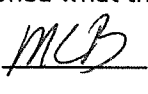
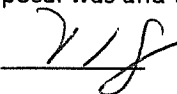
Select Board Meeting
May 11, 2022

Selectboard (continued):

sent to the Attorney General and State Representative's office for approval.

- The board approved the state to come in and do a municipal audit to review process and procedures. The state will be coming end of summer/early fall to spend a few days here to audit the processes and procedures are to give guidance and recommendations. This will lead the town in a direction to bring it up to state codes.
- Pam requested clarification for process and procedures for board committee minutes. Pam was absent from a finance committee/selectboard meeting due to work. In her absence no one had taken minutes for the finance committee. Pam stated Cindy contacted the Attorney General's office and was told the finance committee does not have to keep their own set of minutes, they can just use the Selectboards approved minutes. Pam contacted Representative Richard Neil's office. The person in his office asked what was in our bylaws. Pam did not see anything in the bylaws about them. The person at Richard Neil's office thinks they should keep their own separate meeting minutes for legalities and any disputes. Pam stated Jon then said as Moderator you don't have to keep the minutes. Neil clarified all of the discussions at the joint meetings were in the Selectboard minutes so if you want to verify and sign the minutes that is fine. Cindy added the Attorney General said that the finance committee could adopt the minutes of the board as their own and that there was no special procedure needed. There was then disagreement between Cindy and Pam as to what Jon had said at their meeting. Neil did not think there is any reason to duplicate it and they can adopt the Selectboard minutes. Terry added she has been in touch with different attorneys and their recommendation is people perceive things differently. While you cannot change the Selectboard minutes you can adopt them and make changes on them as you feel is needed, to keep your own minutes for legality purposes. She recommended all boards should keep their own minutes.
- Discussion for separate Stabilization account was brought up from a previous meeting. Terry discussed the process required. The board agreed it is something to look into next year when a new Town Administrator and a Treasurer/Collector are in place.
- Neil discussed a change order for the school window project. They need to do a different type of window in the bathroom and cafeteria due to the size needed. It will not increase the overall cost of the project. Windows will not be delivered until August. Due to the delay the start of school may change but that is unknown until later in the summer.
 - Mike Bedini made a motion to accept the change order for the new windows at the school. Terry I. Green seconded. Unanimous.
- Neil will check into scheduling the hearing for RDA for drainage maintenance on Route 2.
- Jim discussed the Winter Recovery Assistance Program (WRAP). It is a new fund that is set up with state. Money is paid by town up front for costs and then reimbursed back to the town from the state quarterly. The Town Administrator or Selectboard member has to do it. This is usually done by Town Administrators. This will be tabled and brought up and reviewed when one is hired.
- Questions reviewed regarding the preparation of the Annual Town Meeting warrant.
- Proposals reviewed for repairs at the tunnel Fire Department. Mike asked if they should solicit more proposals to avoid conflict. Neil responded they can but does he have a suggestion of anyone else to get a quote from? Even though Mike did not call for quotes on any of the projects, Jim has, Mike chose to abstain from voting on the proposals so there was no question of conflict of interest. Tony Arigoni submitted a quote. Ron questioned what the proposal was and the dollar amount. Neil responded the

Select Board Initials

Select Board Meeting
May 11, 2022

Selectboard (continued):

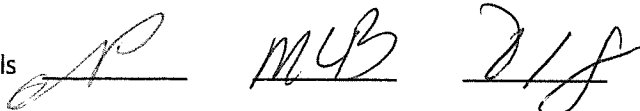
- quote is for repair of the back of building, making sure the studs are repaired and siding the entire building for \$4795.00. Ron asked if there was a date when he is going to do it as he said he was going to fix it three years ago. Mike clarified he checked with Tony on that. Tony informed Mike he had contacted the previous Town Administrator back then and said he could not do it when they wanted it done. Neil added it could have been a misunderstanding but suggests when we do it to get a time frame.
 - Terry I. Green made a motion to accept the proposal from Arigoni Contractors to repair and side the entire fire station on River Road, contingency of the start date and completion. Neil Oleson seconded. Mike Bedini abstained.
- Terry discussed the Municipal Grant from DEP. There is different funding for different categories: Recycling Assistance, Pay as you Throw Program, Mercury Collection, among other categories. This would be great for the town recycling program. It would fall on the DPW but Terry is willing to take the webinar's needed. She will research the program further. Neil asked Terry to talk to Al Bedini with any information that may be relevant to him.
- Neil asked Jim if there were any quotes for work on the town garage. Jim received information from three businesses.
 - Mountainview Painting – cannot replace metal on the building, they only paint, no metal work. They are booked to next year.
 - David Carline and Sons – no call received back.
 - Tony Painting Service – does not do metal work, only painting.

Mike gave some recommendations for Jim to call for metal work. Jim will ask Tony for a quote on the metal only portion of the project.
- Diana Worth appeared to discuss being the ACO. Diana was told she would need a form from the Selectboard adding Diana and removing Christine from this position. Terry will obtain the form for the next meeting. Diana shared the ACO courses are in person, in the fall. Discussions held regarding work to be done at the dog shed.
- Neil discussed DEP work being done on Central Shaft Road. The DEP needs to reach out to the Conservation Commission. Neil will contact Steve Brown on the Conservation Commission. The Conservation Commission needs one more member. Jim White volunteered for the position.
 - Mike Bedini made a motion to appoint Jim white to the Conservation Commission. Terry I. Green seconded. Unanimous.
- Neil shared a Public Safety Grant through MIIA. Mike will pass it along to Mike Gleason.

Jim White, Highway Department Supervisor:

- New zero turn received.
- Cemeteries done, cleaned and poured some foundations
- Chipper repaired and received back. Cost slightly more than anticipated at \$6200.00. There were safety issues discovered that needed to be repaired.
- Culvert collapsed and replaced on Moores Road and turn around.

Select Board Initials



Select Board Meeting
May 11, 2022

Jim White, Highway Department Supervisor (continued):

- Sweepers here for one more day. Road so out of shape on River Road it is taking longer to clean up.
- Mike wants to look at an area of concern on North County with Jim. Jim ordered some culvert and does not want to touch it until school is out. Mike and Jim will get together to look at it. Jim wants to start in front of Clark's house.

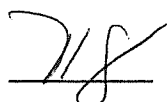
Public Comment:

- Tim congratulated Mike on his second term.
- Pam announced she is a notary in case anyone in town should need one.

Mike Bedini made a motion to adjourn at 7:40 pm. Terry I. Green second. Unanimous.

A large, stylized handwritten signature in black ink, likely belonging to a board member, positioned in the middle of the page.

Select Board Initials

Handwritten initials 'JB' in black ink, positioned above a horizontal line.Handwritten initials 'MB' in black ink, positioned above a horizontal line.Handwritten initials 'TIG' in black ink, positioned above a horizontal line.