

SelectBoard October 8th-

Call to order: 8:04 am

in attendance: John Ogden, Steve Hall, Michel Jeffery, Andrea Ogden, Chrystal Cleary, Karl Pfister, Nancie Heinemann, Harry Lux and Lori Langevin

- **Item 1-** last meeting's minutes were approved
- **Item 2-** Nancie and Karl were here to discuss the speed radar sign that was situated last Thursday on Landgrove Road near Little Michigan Rd. The data it collects are the date, time and initial speed of each vehicle detected. The exact placement of the radar trailer was determined with the Sheriff's input, as the trailer needs to be completely off the road and relatively level. The radar trailer will later be moved to the second data collection location by the tennis courts in the village. The question of hiring an officer to ticket was again raised, but discussion revealed several complications to this. Harry Lux requested to be on record as saying he is not in favor of hiring an officer in town.
- **Item 3-** Casey Rowley's bridge on Brook Road is determined to be on the Class 4 Section of the road and not the Town's responsibility to maintain.
- **Item 4-** Harry Lux reminds the SB that he had suggested the Town invest in a more capable conference call system, John suggested that our IT provider, Silloway Networks might be able to source and set that up for us. This naturally led to the logistics of Town Meeting in March, and how can we both legally and logistically conduct Town Meeting in pandemic conditions? Clerk Chrystal noted that right now she is immersed in Election logistics and procedures but that once that was completed, the Sec of State's office would be likely to turn attention to all of our Town Meeting Prep and provide guidance and recommendations. John observed that even if the Town has a proper visual conference Zoom setup for town meeting, the building may not have the internet bandwidth to pull off so many connections. So this issue is tabled.
- **Item 5-** Harry, with his Planning Commission hat on, reported to the SB that he was in receipt of a notice that Blue Flame Gas Company, purchasers of #3 Valley View Drive, are appealing the Planning Commission's decision to not approve a permit for the use of the lot for bulk storage of propane to the State Environmental Court. The SB voted to move to Executive session, and entered Executive session.
- The SelectBoard resumed regular session, and approved the Treasurer's pay orders
- **Item 6-** Auditors- Michael is scheduled to attend the meeting of the town auditors this evening. He has also found a bookkeeper whom he estimates could review procedures and calculations - he will write up a Terms of Reference document outlining what she would do. Her rate is \$30/hr and Michael estimates about 20 hours for the review. Treasurer Andrea reminded the SelectBoard that they have limited input/control over the Auditors and can only order that an audit be done. Michael is trying to satisfy a commitment to the voters from Town Meeting for greater SB oversight. There is a distinction in objectives that should not be lost-one would be correcting Town books going forward, another is in the skilled use of Quickbooks, and finally there is the application of practices in a Municipal context. Clarity of which objectives a solution addresses needs to direct the processes actually taken up by the Town. Andrea is going to continue to pursue a Municipal specialist via the VLCT.

- **Item 7** - The Town's Unallocated Reserve Fund - Michael has been researching regulations for Towns and funds that the amount kept in such funds should be 5% of General Fund & Roads Budgets- more like \$15-17K, not the \$250K we have. Surpluses should not be capitalized and continually rolled into an Unallocated Fund as has been done in the past, but should be returned to the taxpayers by being reflected in the following year's tax rate calculations. Funds with specific allocations should be set up (e.g. A Sand Shed Fund, a Dump Truck Fund), but these must be set up via Town Meeting votes.
- **Item 8** - The Town has 'practices' but not written formal 'policies' for its funds, which causes two problems: the lack of clarity and the lack of a written policy to show during Grant application or FEMA processes. These Policies must come from the Select Board, and Michael has stepped forward to draft some for the Board to start from.
- **Item 9** - Andrea presented the Delinquent Tax Warrant
- **Item 10**- The Select Board approved the rate of \$18/hour for an Assistant Clerk. (statute says the Clerk "MUST" appoint an assistant, which she will do promptly!)
- **Item 11**- Roads- the culvert replacement on Cody Road was a success
- **Item 12**- The SB appointed Ryan Foster to serve on the Planning Commission and ZBA. Steve will let him know.

Meeting adjourned at 9:58am