

Town of Brookfield Selectboard Meeting DRAFT Minutes

December 12, 2022

6:30 PM

Town Office

Members present: John Benson, Chair; Betty Lord, Stuart Edson, Curtis Koren, Keith Sprague; Vicki Blanchard, Administrative Assistant

Public present: Amy Ingrassia, Assistant Treasurer

1. Call To Order – Mr. Benson called the Selectboard meeting to order at 6:30 pm
2. Adjustments to Agenda – none
3. Public Comments – Ms. Ingrassia brought up the subject of earned sick time for part-time employees. The subject was tabled until which time the budget for the coming year is complete.
4. Payroll and AP Warrants – Ms. Lord made a motion to approve the AP Warrants as presented with a total of \$12,974.13 and largest payment being made to Vermont League of Cities and Towns in the amount of \$9,183.50 for insurance on the Town's property, equipment and other holdings. Mr. Edson seconded the motion which carried forward unanimously 5-0-0
5. Highway Report – Mr. Sprague reported that our newest member of the road crew is doing very well in his CDL training and has completed the written portion. He is also sanding and plowing the roads with the smaller truck. Mr. Sprague also explained to the Board the Parker Road Bridge issue. At present, the bridge will accommodate 3,000 lbs. and the propane truck, which weights considerably more, cannot drive over the bridge to deliver propane to the Fitts family who live on the far side of Parker Road Bridge. Mr. Fitts will continue to work with his propane carrier for a solution on delivery and the town will take steps to repair the bridge. Mr. Sprague also mentioned that Taylor Hill Road has recently been worked on.
6. New Business
 - a. TDS Telecom coverage on Howe Road and Eagle Peak – The Board is asking that TDS submit a complete set of plans to the Town before any action is taken. If the Board approves the plan, Mr. Higgins will

do a walk through with TDS s making certain that any installation is up to code, and the requirements outlined by the Town will be presented to TDS at that time.

7. Old Business – none
8. Meeting Minutes – Mr. Edson made a motion to accept the November 28, 2022, minutes as presented. Mr. Sprague seconded the motion which carried 3-0-Mr. Benson and Ms. Lord abstained as they were not present at the meeting of November 28, 2022.
9. Other Proper Business
 - a. MRGP Renewal Notification – Mr. Sprague asked for a copy of the segments completed. After review, all the paperwork will be completed and the permit renewal will be done.
 - b. Fothergill, Segale & Valley – At the last Selectboard meeting, the letter from the Auditors was tabled until the December 12, 2022 meeting. The Board was sent a copy of the letter to read before said meeting, and the letter was discussed as designated. Mr. Sprague made a motion to approve the Fothergill, Seagale & Valley contract for the June 30, 2022 audit. Mr. Edson seconded the motion which carried unanimously 5-0-0
 - c. Discuss Health coverage for Town Clerk if needed as well as the Assistant Treasurer – This is being tabled until next budget meeting.
10. Status Report – none
11. Mr. Benson made a motion to go into Executive Session at 7:27 pm regarding personnel issues. Mr. Edson seconded the motion which was carried unanimously 5-0-0
12. After the discussion, Mr. Benson made a motion to come out of Executive Session at 7:34pm., Mr. Sprague seconded the motion which was carried unanimously 5-0-0
13. Adjournment – Ms. Lord made a motion to adjourn at 7:40 pm., Ms. Koren seconded the motion and there being no further business to come before the Board, the meeting was unanimously adjourned.