

Town of Brookfield Selectboard Meeting  
Monday, March 27, 2023  
6:30 PM  
Brookfield Town Office, 40 Ralph Road, Brookfield, VT

MINUTES

Present: John Benson, Chair; Stuart Edson, Keith Sprague, Curtis Koren, members; Vicki Blanchard, Administrative Assistant; Amy Ingrassia, Assistant Treasurer. Betty Lord attended via zoom.

- A. Call to Order - Mr. Benson called the meeting to order at: 6:33 pm
- B. Adjustments to Agenda - none
- C. Public Comments – none
- D. Payroll and AP Warrants – Mr. Edson made a motion to approve the AP Warrants as presented with a total of \$25,306.81 and the largest payment being made to Fothergill, Segale & Valley in the amount of \$12,500.00. Ms. Lord seconded the motion which carried unanimously 5-0-0.
- E. Highway Report –
  - 1. Mr. Sprague said all the roads are posted for excess weight.
  - 2. Mr. Benson will discuss the purchase of a one ton truck with Mr. Higgins so that purchase can take place.
  - 3. Two Rivers Ottauquechee Regional Commission (TRORC) have received four places that are available to do work on the Halfway Brook road project. There will be a meeting with the Selectboard and TRORC to choose the best company so the project can move forward. Mr Sprague made a motion to have Mr. Benson to be in charge of the selection of a design consultant in regard to the Halfway Brook Culvert project. Ms. Koren seconded the motion which carried unanimously 4-0-0.
  - 4. Mr. Benson got a call from Washington Electric regarding moving the power line on Rood Pond Road and the removal of stumps. Mr. Benson said as long as they are cut to the ground they did not have to be pulled out. This project will be worked on fairly soon.
  - 5. Mr. Sprague had a couple of calls this week one was a call regarding plowing out into the road but since it was in the middle of the last storm it was dropped. Also, there was a call regarding a logging truck using a bridge

and was thought to be over weight but that job is now done. Mr. Sprague will make sure Mr. Higgins has Holman Road posted.

6. The Town received a Certification of Compliance for Town Road and Bridge Standards that asked the Town to adopt the standards included in the June 5, 2019 State-approved template. Mr. Benson made a motion to Adopt the VTrans June 5, 2019 Highway and Bridge Standard. Mr. Edson seconded the motion which carried unanimously 5-0-0.

7. The Town also received an Annual Financial Plan – Towns Highways which reads: “We, the Legislative Body of the Municipality of Brookfield certify that funds raised by municipal taxes are equivalent to or greater than a sum of at least \$300.00 per mile for each mile of Class 1, 2, and 3 Town Highway in the municipality”. Mr. Benson made a motion to accept the Financial Plan-Highways 19 V.S.A § 3060. Ms. Koren seconded the motion which carried unanimously 5-0-0

8. Mr. Benson is working on the Parker Road grant paper work for Parker Road

F. New Business - none

G. Old Business - none

H. Meeting Minutes – March 13, 2023 - Ms. Lord made a motion to accept the March 13, 2023 minutes as presented, Ms. Koren seconded the motion which carried unanimously 5-0-0.

I. Other Proper Business – Mr. Benson reported that Rich Doolan wants to open a shelter to be opened at the Brookfield school but the problem is getting volunteers to man it. Ms. Koren and Ms. Ingrassia are going to talk to Linda Runion who used to work for the Red Cross. It was also suggested to talk to the Public Safety group.

J. Status Report – none

Mr. Benson made a motion to go into Executive Session at 7:45 pm to discuss a personnel issues. Mr. Edson seconded the motion which carried unanimously 5-0-0 . After the discussion, Mr. Benson made a motion to come out of Executive Session at 8:50 pm, Mr. Edson seconded the motion which carried unanimously 5-0-0

K. Adjournment - Mr. Benson made a motion to adjourn at 8:51 pm, Mr. Sprague seconded the motion and there being no further business to come before the Board, the meeting was unanimously adjourned.