

Town of Brookfield Selectboard Meeting
Monday, May 8, 2023
6:30 PM
Brookfield Town Office, 40 Ralph Road, Brookfield, VT

MINUTES

Present: John Benson, Chair; Betty Lord, Curtis Koren, Stuart Edson, members. Vicki Blanchard, Administrative Assistant; Amy Ingrassia, Assistant Treasurer. Keith Sprague was not in attendance. Jack Zebora, Nicole Cyr, Catherine Hayes, Ben Parsons, Mike Fiorillo, Elizabeth Urie, Ed Neas, Marti Neas, Helen Flannery, Carl Quesnel, Erik Nielsen, Jon Binhammer, Gary Urie, Pamela Krausz, and Scott Wakefield, Town residents.

- A. Call to Order – Mr. Benson called the meeting to order at 6:30 pm.
- B. Adjustments to Agenda – Add the names of Scott Wakefield and Mike Fiorillo to Public Comments and move Declaration of Inclusion up to Public Comments also.
- C. Public Comments

1. Nicole Cyr is from Bethel Energy Committee and is co-hosting a discussion series with VCRD. This discussion will include several White River Valley towns and will focus on the capacity to reach the goals of the VT Comprehensive Energy Plan. They are looking for Brookfield to support this discussion, a liaison to the discussion (4 meetings held during late spring/summer 2023) and level of interest in receiving a copy of final report. Helen Flannery is has volunteered to represent Brookfield in the discussion meeting. Helen will keep the Board informed on the progress of these discussions.

2. Jack Zebora – 911 update – An application from a family on Lower Maloney Road is requesting to move their driveway. This is off Route 12 in West Brookfield. Mr. Higgins will survey the driveway request first and then will report back to Board if the site chosen with meet the highway standards.

3. Scott Wakefield reported that he is having trouble with a resident who is claiming his trucks are ruining her lawn and Scott wants the Town to double check exactly where the road is so that this can be resolved. Mr. Benson said he would have Mr. Sprague look into this matter and get back to Scott.

4. Mike Fiorello wanted to bring a few things to the Board's attention which are:
- a. There is a gentleman who has been living in a camper on Route 65 for over 6 months in violation of the town specifications. Mr. Fiorillo will work with him to find another place for him to live. The Board will be kept informed.
 - b. He also reported that there is a lady on Cram Hill that has moved in a tiny house without a Zoning application and has put in other commercial business buildings without proper Zoning permits. Mike will also look into this and get back to the Board.

c. He also mentioned that on Cemetery Street that a double wide has been moved in and does not have proper sewage disposal. The couple who moved in the double wide, Catherine Hayes and Ben Parsons were at the meeting and stated that all the permits had been done and approved. Mr. Fiorillo will contact the previous owners regarding the septic system and will keep the Board informed.

d. Declaration of Inclusion – After a discussion with residents that attended tonight, the Declaration of Inclusion was signed by the Board and will be submitted. The following statement will be added to the file:

The legal team at Vermont League of Cities and Towns (VLCT) has looked at our recommended statement and determined that towns do not increase their liability in any way by adopting the Declaration of Inclusion.

D. Payroll and AP Warrants – Ms. Lord made a motion to approve the May 8, 2023, Payroll and AP Warrants as presented with a total of \$7,435.81 with the largest payment being made to the Internal Revenue Service in the amount of \$2,113.43. Ms. Koren seconded the motion which carried unanimously 4-0-0.

E. Highway Report

1. Mr. Higgins is planning on spending roughly half a day every Thursday on road signs for the next few months. The sign on Howe Road has been fixed. Other projects that have been worked on are a new culvert on School House Road, major cleaning and reorganizing of the garage and tools/parts in break room, also a much-needed grate system has been started for the center floor. Mr. Sprague also approved purchase of a new H2O pump for the fire house which was really needed. The one-ton truck has been ordered. There is another culvert on Bear Hill that needs repair and will be worked on next week. Mr. Sprague is also waiting to hear back from Mr. Coniff regarding when he will be able to start the new shed at the Town Garage.

F. New Business - None

G. Old Business – Wind Turbine: Mr. Christensen is moving forward with the construction of a wind turbine as previously by the Board.

H. Meeting Minutes – April 24, 2023 – Ms. Lord made a motion to accept the April 24, 2023 minutes as presented, Mr. Edson seconded the motion which carried unanimously 4-0-0

I. Other Proper Business

1. Declaration of Inclusion Initiative for the Town of Brookfield – Moved to Public Comments.

2. VT-Alert Adoption – Rich Doolan will be primary administrator and the Board is waiting to hear from Kevin Wheatley if he will agree to serve as far as an alternate.

3. Planning Commission appointment – The Planning Commission has asked the Board to appoint Jim Merriam to the Planning Commission. Mr. Edson made a motion to appoint Jim Merriam to the Planning Commission, Ms. Koren seconded the motion which carried unanimously 4-0-0

4. Vtrans contract on Rte 65 was tabled until the at next meeting.

5. Brookfield Conservation Commission meeting – There will be a Zoom meeting May 15, 2023 at the Brookfield Town Office/Library and everyone is invited to attend by Zoom. The link is for the meeting is:

<https://tnc.zoom.us/j/95397048496?from=addon>

6. Town Treasurer and Delinquent Tax Collector positions – Mr. Benson explained that Celia Barnes had submitted her resignation to the Board last weekend so the Board will need to appoint a new Treasurer and a Delinquent Tax Collector. Carol Monness was sworn in by Celia Barnes as Assistant Treasurer. There are two applicants for the positions of Treasurer and Delinquent Tax Collector, Carol Monness and Amy Ingrassia. As Mr. Sprague was not present, the Board will hold a Special Meeting next week when all five of the Board members can be present to elect someone to fill the two positions that are open. Mr. Edson made a motion to add the name of Carol Monness to the Northfield Savings Bank and Bar Harbor Bank signature cards and remove Celia Barnes as a signer. Ms. Lord seconded the motion which carried unanimously 4-0-0

J. Status Report – Research is being done on the renewing of contracts for roadside mowing, cemetery mowing and Cemetery Sexton responsibilities and Computer services for the Town Clerk's Office. The contracts will be discussed at the next meeting with the intention of approving these contracts.

K. Adjournment – Ms. Lord made a motion to adjourn at 8:00 pm, Ms. Koren seconded the motion and there being no further business to come before the Board, the meeting was unanimously adjourned.