

Town of Brookfield Selectboard Meeting  
Monday, June 12, 2023  
6:30 PM  
Brookfield Town Office, 40 Ralph Road, Brookfield, VT

MINUTES

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

A. Call to Order – Mr. Benson called the meeting to order at 6:35 pm

B. Adjustments to Agenda – none

C. Public Comments – none

D. Payroll and AP Warrants (June 12, 2023) – Ms. Lord made a motion to approve the June 12, 2023, Payroll and AP Warrants as presented with a total of \$27,942.24 with the largest payment being made to The Gorman Group in the amount of \$5,175.00. Mr. Edson seconded the motion which carried unanimously 5-0-0.

E. Highway Report

Mr. Sprague reported that while Mr. Higgins was on vacation there was a lot of grading, cleaning of the shop area, and other duties in the garage. There is a culvert issue on Ralph Road which is going to be worked soon. The Town is going to start hauling sand for next winter also. Mr. Sprague went up to West Brookfield to survey Cram Hill and feels more signs need to be installed. He also felt it would be a good idea to identify the center of the road and find where the legal boundaries of the properties that are being affected. Most of the Board will also go up and look at the situation in question. Mr. Benson recommended to pull the Public Safety Committee into it also for their input. Mr. Sprague and Mr. Higgins will go up and do some measuring of the road and assess the situation. This subject is tabled until the next Board meeting.

1. VT Agency of Transportation Amended MOU – Mr. Benson made a motion to execute the new document and forward it to the State. Mr. Edson seconded the motion which carried unanimously 5-0-0.

2. Indeed update – Mr. Sprague said there have been about 8 candidates that have applied for the Road Crew position, and he will be making calls this week to determine setting up interviews or not.

F. New Business – none

G. Old Business – none

H. Meeting Minutes – May 22, 2023 – Mr. Edson made a motion to accept the May 22, 2023, minutes as presented. Ms. Lord seconded the motion which carried unanimously. 5-0-0

## I. Other Proper Business

1. James & Teresa Godfrey Agreement – Mr. Benson made a motion that the Board void the agreement between James and Teresa Godfrey giving permission for the Town to fix a water runoff problem on their land as it was deemed that the water run off was not needed. Ms. Koren seconded the motion which carried unanimously. 5-0-0

2. Public Assemblage Permits – Mr. Benson made a motion to approve the Public Assemblages for 6/29, 7/8 and 7/22 for the Old Town Hall. Mr. Edson seconded the motion which was carried unanimously 4-0-0. There was one Public Assemblage for 6/10 that was not voted on since it happened before the Board meeting. But it was noted that there were not over fifty people at the event and the Public Assemblage Permit would not have been needed.

3. VT-Alert Implementation – Since the Town already has an Emergency Plan in place, the Board felt there was no need another one.

4. Orange County Sheriff Department – Ms. Koren made a motion to execute the Orange County Sheriff Department contract for the next fiscal year and Ms. Lord seconded the motion which carried unanimously 5-0-0

5. Washington Electric (Northfield Road) – Mr. Edson made a motion to accept the Agreement from Washington Electric with special instructions added as have previously been made for such agreements. Ms. Lord seconded the motion which carried unanimously 5-0-0

6. Brandon Stevens Mowing LLC – Mr. Edson made a motion to accept the contract with Brandon Stevens Mowing LLC for 2023 mowing services. Mr. Sprague seconded the motion which carried unanimously 5-0-0

7. July 21, 2021, Storm TA 65 and TA 66 forms to be signed – These are the final forms that need to be signed before the Town will be reimbursed for the work. Mr. Benson made a motion to sign the TA 65 and TA 66 forms for the July 21, 2021 storm, Mr. Sprague seconded the motion which carried unanimously 5-0-0

8. Speed Limit on Route 65 – Ms. Lord said a number of people living along Route 65 have requested that the speed limit be lowered. The Town has the right to lower the speed limit on a State Highway to no lower than 35. Mph. Ms. Lord has driven this route and reported that along the route there are various speed limits. Ms. Lord will contact the Town's District Supervisor on State roads in Berlin and have them look into this matter.

## J. Status Report

Mr. Benson made a motion to go into Executive Session at 8:08 pm to discuss personnel issues. Mr. Edson seconded the motion which carried unanimously 5-0-0

Mr. Benson made a motion to come out of Executive Session at 9:02 pm, Ms. Koren seconded the motion which carried unanimously 5-0-0

K. Adjournment – Ms. Lord made a motion to adjourn at 9:05 pm, Ms. Koren seconded the motion and there being no further business to come before the Board, the meeting was unanimously adjourned.