

Town of Brookfield Selectboard Meeting
Monday, January 22, 2024
6:30 PM
Brookfield Town Office, 40 Ralph Road, Brookfield, VT

MINUTES

Present: John Benson, Chair; Betty Lord, Curtis Koren, Stuart Edson, Keith Sprague, members of the Selectboard; Vicki Blanchard, Administrative Assistant. Amy Ingrassia, Treasurer; Dan Mason, Constable; Gwynn Zakov, Chair of the Planning Commission; Harry Falconer, Sydney Steinle, Josh Jonestein, and Nate Schmechel.

- A. Call to Order – Mr. Benson called the meeting to order at 6:30pm
- B. Adjustments to Agenda – none
- C. Public Comments

1. Municipal Technical Assistance Program (MTAP) – Sydney Steinle and Harry Falconer came to promote the MTAP program. They explained the kind of activities and types of projects that could be done at no charge to the Town. This is a State funded program. Gwynn Zakov said the Town Plan is expiring this year and asked if this is a project in which MTAP could be of assistance. Ms. Stienle confirmed that it would be. Ms. Zakov pointed out that this would be of great benefit to the Planning Commission. The Board will discuss the issue further and get back to Sydney Steinle and Harry Falconer.

2. Dan Mason stopped in with a petition for the First Constable to go from a one-year term to a two-year term. The Board agreed and it will be listed as an item to be warned at Town Meeting.

3. Josh Jonestein introduced himself as the new owner of the Green Trails Inn and said he is in the process of having the property zoned so that he can put in more parking in the back of the Inn.

4. Nate Schmechel stopped in to see where things stand regarding the West Brookfield issue. Mr. Benson said Mr. Edson had a meeting with the Town Attorney Michael Monte who wants to have an Executive Session meeting with the Board to discuss the situation. Mr. Benson conveyed this to Nate and said that the Board will get back to him. Nate is still concerned about the safety issue and wants it resolved.

D. Payroll and AP Warrants – Ms. Lord made a motion to approve the January 22, 2024, Payroll and AP Warrants as presented for at total \$22,919.21 with the highest payment being paid to Cargill in the amount of \$2,909.65. Mr. Edson seconded the motion which carried unanimously. 5-0-0.

1. Amy Ingrassia reported there will be an increase in payroll taxes for next year's budget. The new tax was established to provide funding for childcare.

E. Highway Report – Mr. Sprague reported that most of the work done by the road crew has been sanding and plowing. Unfortunately, all three of the Town's trucks were out of

commission this past week and the Town of Randolph provided dump trucks with drivers who helped by sanding all the roads. Our road crew and the Board are very appreciative.

F. New Business

1. Budget discussion – There were a few changes that had to be added; one being the childcare tax and the other being an increase in the insurance rates for Blue Cross Blue Shield. Mr. Edson made a motion to approve the budget with the increases that were discussed. Ms. Koren seconded the motion which carried unanimously 5-0-0

2. Town Warning – Mr. Edson made a motion to approve the addition of the First Constable to go from a one-year term to two-year term. Ms. Koren seconded the motion which carried unanimously 5-0-0

G. Old Business – Ms. Lord reported that the painting of the Floating Bridge that was donated to the Town is in the Town vault and will be hung in the Old Town Hall this summer.

H. Meeting Minutes

1. Amended December 27, 2023 – Mr. Edson made a motion to accept the amended December 27, 2023, minutes as presented. Ms. Koren seconded the motion which carried unanimously 5-0-0

2. January 8, 2024 – Mr. Edson made a motion to accept the January 8, 2024 minutes, as presented. Ms. Lord seconded the motion which carried unanimously 4-0-1 with Mr. Sprague abstaining as he was not present at the meeting of January 8th.

I. Other Proper Business

1. Zoning Administrator – Mike Fiorillo, Zoning Administrator; will be away for two months and he has recommended Steve Reid to fill the position while he is away. Mr. Benson made a motion to appoint Steve Reid as the interim Zoning Administrator. Ms. Lord seconded the motion which carried unanimously 5-0-0

2. PSAC – Mr. Edson reported the Committee discussed the request from Linda Kelly regarding more “No Parking” signs on Stone Road and the also the situation on Cahill Road in West Brookfield.

3. Mileage Certification – Mr. Edson is making needed changes of the exact mileage on roads in the Town. Mr. Benson made a motion to approve the revisions on the Mileage Certification. Mr. Sprague seconded the motion which carried unanimously 5-0-0

4. Vermont State Police – Mr. Benson and Mr. Edson will meet with Lieutenant Partin on Friday, January 26, 2024, and will report back to the Board.

J. Status Report - none

Mr. Benson made a motion to go into Executive Session at 8:14 pm. Ms. Koren seconded the motion which carried unanimously 5-0-0

Mr. Benson made a motion to come out of Executive Session at 8:45 pm. Mr. Edson seconded the motion which carried unanimously 5-0-0

K. Adjournment – Ms. Lord made a motion to adjourn at 8:53 pm. Ms. Koren seconded the motion and there being no further business to come before the Board, the meeting was unanimously adjourned.

Respectfully submitted,

Vicki Blanchard
Administrative Assistant to Selectboard