

Brookline Selectboard Minutes (Draft)  
June 17, 2009

1. Chairman Archie Clark called the meeting to order at 7:00 PM. Present were board members David Ryder, Mike Winot, Alicia Dest, and Doug Wellman. Guests attending were Lieutenant Kraig LaPorte (Vermont State Police, Station Commander, Brattleboro Barracks) and Town Clerk/Treasurer Penny Harrington. Lisa Birmingham the COMCAST representative who was scheduled to attend had called to cancel and will attend our next meeting. Also present were members of the public Cynthia Nau, Kim Rink, Shawn Nordlund, and Diana Bandor.
2. Archie motioned we deviate from the agenda and move to the minutes before bid opening, all agreed. The minutes of the June 3<sup>rd</sup> meeting were reviewed. Mike motioned they be approved as written. Seconded, all voted in favor.
3. **Bid Opening (ditching and culverts):** Archie abstained from the bid review process due to a potential conflict of interest, and the Doug took over duties of the chair. Dave opened the culvert bids. Three bids were received for removing and replacing the five culverts specified in the bid request. After a brief discussion Alicia motioned the bid of James Rogers Excavating for \$4,500 be accepted. Seconded, all voted in favor. Dave opened the ditching bids. Three bids were received for ditching the specified areas on the dirt section of Grassy Brook Road. After a brief discussion Mike motioned the bid of James Rogers Excavating for \$6,300 be accepted. Seconded, all voted in favor. Archie returned and resumed duties of the chair.
4. **Members of the Public:**
  - a. Cynthia spoke about the progress on the Southern Vermont Loop project. Clearing has been started and some issues with access roads have surfaced (none in Brookline). The Cole's house will now be relocated across the property due to the high electromagnetic field projected after the project is completed. The cemetery commission will meet with new members and review an offer to remove the fence. She also asked the board to look at a tree by the school that needs to be removed. Dave will check and see if it is a threat to the power lines and we could possibly have CVPS remove it.
  - b. Penny spoke about the dogs that still have not been registered. There are a total of eight dogs with seven separate owners. Doug motioned that a letter be sent to the delinquent dog owners. Seconded, all voted in favor. Archie will send a letter to the owners restating the requirement and informing them of the \$50 per dog late fee.
  - c. Since Penny (also Town Treasurer) was in attendance we transitioned to some end-of-year budget issues. Penny presented the board with an up to date budget sheet to help decide what to do with any remaining funds in the town budget. Archie had talked to the Vermont League of Cities and Towns concerning the legality of prepaying next years Windham County Solid Waste Management District (WCSWMD) assessment with this years funds. Their legal opinion was that this was not prohibited. Doug motioned that if

current year funds remain we prepay up to \$3,117 to the WCSWMD. Seconded, all voted in favor. Since the end-of-year will occur before our next meeting Dave motioned that Archie be authorized to approve pay orders on behalf of the board prior to the next meeting. Seconded, all voted in favor.

d. Lieutenant LaPorte from the Vermont State Police provided an overview of the law enforcement contract between the town and the state police. He reviewed the statistics on 911 calls originating from Brookline and how the contract services are provided. He stressed the differences between normal patrol duties and contract services (we are not billed for normal patrol). There will be a slight increase in the contract price (about \$2 per hour) for the upcoming year. He will forward us a copy of the contract for us to review and renew.

5. **Old Business:** The anti-identity theft policy is complete and was reviewed. Doug motioned it be approved. Seconded, all voted in favor.

#### 6. **Road Report:**

a. Current work orders completed included sweeping intersections, grading Whitney Hill Road, removing mud season signs. Open work orders require new gravel on several roads.

b. The board discussed asphalt sealing again. Dave will do some further research on the best use of sealing money and we will possibly pursue the option of sealing some minor cracks to extend life of some of our pavement.

c. Dave checked on the mower that Townshend has leased. The company says they do not have any equipment available until mid September and Townshend is behind schedule due to some mechanical breakdowns. For this year we will probably piggyback on Newfane's mowing contract for which they have put out a request for bids.

d. Update on the bridge on Grassy Brook Road. The project can be split into two projects; one for the surface and one for painting, both will be eligible for separate grants. Dave will look into some possible funding options.

e. The grant request for Ellen Ware Road culvert number nine has been approved. Dave will talk to the contractor and schedule the work to commence as soon as possible.

f. Discussion on plan development and goal setting were rescheduled due to the late hour.

g. Mike compiled a listing of local truck and excavator rates for the Road Commissioner to use for roadwork. Dave will maintain this listing.

7. **New Business:** There was a discussion on the proposed formation of a joint school district with Newfane. On June 23<sup>rd</sup> at 7:00 PM the vote will take place at the Brookline School.

8. **Other Business:**

a. Archie had checked with several companies on prepay on heating oil for the town office. Doug motioned we buy 500 gallons prior to the end of this fiscal year. Seconded, all voted in favor. Archie will place the order.

b. After the listers finalize this year's work we will start work on the drywall and painting in the older section of the town office.

9. **Correspondence:** Correspondence was reviewed.

10. **Pay Orders:** Pay orders were reviewed. Accounts payable warrant #20, \$7,363.07 and payroll warrant #23, \$626.86. Mike motioned they be approved. Seconded. All voted in favor, approved.

11. The meeting was adjourned at 11:01 PM. The next meeting will be July 1<sup>st</sup> at 7:00 PM in the town office.

Respectively submitted  
Douglas Wellman  
Clerk of the Board