

Approved Minutes
Town of Brookline Selectboard Meeting
Wednesday, November 17, 2021, at 6:30 p.m.

Attending

Selectboard:

Dot Maggio (Chair)
David Jones
Bruce Mello
Stan Noga
Gwen Tanza

Town Officers:

Guy Tanza (Town Clerk,
videographer)
Mark Bills (Road Supervisor)

Members of the Public:

Donald Demaine
Peter Barus (Recorder)
FACTV (Videoconference
recording)

Call the meeting to order

The meeting was called to order at 6:34 p.m.

Scheduled members of the public

Donald Demaine - DVFiber Appointment

Unscheduled members of the public

Review changes to the agenda if any

Review / Approve the minutes from:

the regular meeting on November 3, 2021

Ms. Maggio moved to approve the minutes for November 3, 2021, as corrected. Second by Mr. Noga. All in favor.

the special budget meeting on November 10, 2021

Ms. Maggio moved to approve the minutes for November 10, 2021. Second by Ms. Tanza. All in favor.

**Appointment of Mr. Donald Demaine as Brookline's
Alternate member to DVFiber.**

**Donald will join Marjorie Rae as a volunteer to represent the needs and
interests of our community and others for broadband accessibility.**

Ms. Maggio introduced Mr. Demaine. Mr. Demaine discussed arrival in February as a new resident; life-long involvement in community activities; a tech professional 30+ years; interested in bringing fiber to underserved communities, particularly for young people. Ms. Maggio noted that Phase 1 did not include Brookline, but Phase 2 would, and expressed appreciation for Mr. Demaine's offer of assistance.

Ms. Maggio nominated Mr. Demaine as Alternate Representative to DVFiber. Second by Mr. Mello. **All in favor.**

Old Business

Review - Discuss - Finalize Road Supervisor Job Description

Ms. Maggio had reviewed the document and invited comment. Mr. Noga cited photos before and after (per previous minutes). Ms. Maggio noted that this was already standard maintenance procedure. The matter was **Tabled until December 1, 2021**, to provide time for review.

Mr. Noga discussed adjustments to the formatting of the document. Mr. Jones will assist in

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formatting the final version and circulating to members.

Wheeled Excavator purchase discussion / Loan information

Ms. Maggio reported an upcoming meeting with the FEMA representative (Friday, November 19) to complete the Disaster Inventory; that there would be repair work remaining that should be covered under the reimbursement; and suggested that a lease or purchase of the equipment after the FEMA cleanup could be an economical way to proceed.

There was discussion; of renting the equipment again for the final FEMA work. Mr. Jones asked about the reimbursement amount expected, and considerations about getting into a long-term leasing agreement.

Ms. Maggio discussed the Municipal Loan program and noted that the FEMA case would not be closed until January 11, 2022; that there would be eighteen months to complete the repair work. There was discussion; Ms. Maggio noted ditching requirements, culvert upgrades, the possibility of subcontracting the work to an outside vendor, the original RFP for the wheeled excavator, and loan information that had been researched by Mr. Noga. There was discussion of the time line for reimbursement, paperwork, site inspection, etc.; and the expected schedule of FEMA meetings to be held at the town office. Mr. Tanza explained that the Clerk and the Selectboard Chair were the designated signatories, and that these would be open public meetings.

Mr. Noga discussed financial aspects of purchasing equipment. Mr. Tanza suggested that ownership of the equipment would reduce costs and provide for timely attention to emergencies. Mr. Jones clarified that the budget deliberations would be necessary before such issues could be discussed in detail, and suggested that further research would be needed before a decision could be made; that warrants and underlying invoices would have to be examined, to determine potential cost savings.

Ms. Maggio noted water mitigation and other mandates that should be anticipated in the future. Mr. Jones noted significant expenditures already committed, such as the salt and sand shed. Mr. Mello suggested that Mr. Clark would be an asset in vetting whatever was proposed.

New Business

Budget - Review - Discuss - Plan for Requested Appropriations for Fiscal year 2022 - 2023

Ms. Maggio provided an update, noting receipt of 24 requests, several of which were made every year; that the total of repeating requests, with changes, was \$8,050 (\$8,550 including the Gathering Place request); and that any, all, or none, could be put to the voters.

Mr. Jones discussed the previous year, and suggested that the requests must be put to the voters, certainly in the case of repeat requests, and that new requests should be Warned in a separate Article; that all had been separate Articles last year because of the Australian ballot vote under which no amendments could be made from the floor; and that recurring appropriation requests could be combined in one Article and reported in detail.

There was discussion; that a state of emergency was not in effect, but that the legislature could still preclude in-person Town Meetings. Mr. Jones expressed concern that several expected requests had

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not yet appeared and suggested providing more time. Mr. Tanza concurred and suggested communicating with some of the usual requesters.

Ms. Maggio will make calls.

There was discussion of changes in request amounts, expected requests not received, and requests in hand, considering each organization whose requests voters had previously approved, and whether to present each as a separate Article. Ms. Maggio noted that the ballots would include the appropriation requests as written, and will communicate with certain organizations whose expected requests had not been received.

Mr. Jones discussed what constituted an appropriation request; and whether all voter-approved appropriations had been paid. Ms. Maggio read from the list of requests, noting those not yet heard from; and will update the list for the December 1 meeting.

Reports

Town Clerk Report - Guy Tanza

Mr. Tanza reported a busy Town Office, FEMA activity, questions about taxes as collection day approaches, and one new dog registration.

Selectboard Chair Report - Dot Maggio

No REMC appointee as of yet

Ms. Maggio had attended one meeting on REMC, and will attend all four meetings in the series; and noted that NewBrook should be able to appoint a Proxy for Brookline; that the REMC was a state mandate.

Webinars

Ms. Maggio reported signing up for a WRC workshop on local emergency management, webinars on safety measures; a SeVEDS course on grant-writing; and one December 7, on developing highway budgets (NY LTAP Center); that the WiFi Hotspot installer had asked about shipping equipment to the town, part of a nationwide disaster response; and noted that Act 66 information must be completed by November 29, 2021.

Special Budget Meeting - Wednesday December 8 2021

Highway Budget review - discussion - plan for 2022-23

Ms. Maggio will ask Mr. Clark to attend and review the materials.

Town Building Commissioner Report - Bruce Mello

Town Hall Building

Mr. Mello had discussed rodent issues with electricians, now corrected.

School Building

Mr. Mello discussed a heating complaint, just after completing the Cota & Cota service arrangement, requiring more than one visit by a service technician; attentions of a plumber had been recommended.

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Historic Buildings

Road Supervisor - E. Mark Bills I. FEMA

Completed projects

Mr. Bills had been checking roads after heavy rain, clearing debris; finished paperwork for a grant on Parker Road, and one on Putney Mountain; working with Mr. Mello on some of the buildings, some painting at the town office.

Anticipated projects

Mr. Bills reported that meetings had begun with the FEMA representative, to continue; locating flood damage information for FEMA, using GPS coordinates.

Selectboard member comments/concerns

Ms. Maggio noted that the Preservation Trust project had been completed, and thanked Mr. Noga for his work on the project.

Communications

Email

- FEMA

Regular Mail

- Windham Co sheriff re: rates increased
- VLCT Newsletter

Pay Orders

Ms. Maggio moved to approve Payroll warrant #2022-19, dated November 10, 2021, in the amount of \$2,082.14. Second by Mr. Noga. **All in favor.**

Ms. Maggio moved to approve Accounts Payable warrant #2022-20, dated November 17, 2021, in the amount of \$4,214.38. Second by Mr. Noga. With one abstaining, the Motion **passed.**

The Warrants were signed.

Set Agenda for the next regular meeting on December 1, 2021

- Appropriations
- Job description

Set Agenda for Special Budget Meeting #2 on December 8, 2021

- Set at December 1 meeting
- Highway
- Salaries
- SLP Lease review

Adjourn the meeting

Ms. Maggio moved to adjourn. Second by Mello. All in favor
The meeting was Adjourned at 8:12 p.m.

Respectfully submitted, Peter Barus, Recorder, November 19, 2021