

Approved Minutes
Town of Brookline Selectboard Meeting
Wednesday, September 2, 2020, 6:30 PM
(videoconference)

Present

Selectboard:

David Jones (Chair)
Gwen Tanza
Bruce Mello
Shelby Brimmer

Town Officers:

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

Members of the Public:

Margo Ghia
Ron Bell
Bexx Merck
FACTV

(Meeting transcribed from sound recording)

<https://us02web.zoom.us/j/86286663896>

Meeting ID: 862 8666 3896

Call the meeting to order

The meeting was called to order at 6:32 PM.

Review changes to agenda if any

It was noted that Mr. Clark may not be attending.

Unscheduled members of the public

Ms. Merck introduced the organization West River Valley Thrives, a small organization serving youth and families, healthy lifestyle choices, hosting events with other youth groups and schools.

Approve Minutes

Minutes from August 19, 2020 Regular Meeting

Minutes from August 25, 2020 Emergency Meeting

Mr. Jones moved to approve the minutes for August 19, 2020. Second by Ms. Tanza. All in Favor.

Mr. Jones moved to approve the minutes for August 25, 2020. Second by Mr. Mello. One abstaining, the Motion passed.

Scheduled members of the public

A. Margo Ghia, Ron Bell

New Business

Salt/Sand Shed Project Discussion

Ms. Ghia (WRC Project Manager) discussed the Salt/Sand Shed project; noted that replacement was needed, a proposal submitted, an AoT Grant received for the redesign and construction; introduced Mr. Bell as the Project Engineer; invited questions at WRC and noted that the first phase of the project is out for environmental review before starting the design phase.

Mr. Bell shared documents on the videoconference screen and noted that the preliminary plan was developed with Mr. Clark, and subsequently revised; and described the 44' front, free-draining soils alleviating the need for a pond shown on the drawing, a new building at the present location but slightly rotated, well buffered from the roadway, with a large bay for sand and smaller one for salt; and discussed the River Corridor, the significant cost of the concrete for the large footing like a retaining wall, and a cantilevered roof; and noted finding little cost savings in a lighter construction, the metal siding and roof, modeled after a VTRANS plan but without doors, and with piles set well back from the doors to keep dry; and discussed driveway grading and widening, silt fencing, a wind evaluation requiring wind-bracing; the cost estimate of \$220,000.

The Chair polled the Board and Town Officials for questions. There was discussion of a small existing separate sand shed by the entrance, no change expected.

Mr. Bell observed that the process was at the halfway point, and discussed insurance and materials, etc. specifications to be developed next. Mr. Jones asked about the time line. Ms. Ghia noted that the environmental review had been anticipated in June to take three months. Mr. Bell discussed starting construction in the Spring, and fluctuating materials availability.

The Selectboard thanked Ms. Ghia and Mr. Bell.

Plowing/Sanding RFPs

Mr. Jones noted that no RFP had been needed last year as A.S. Clark had been awarded a two-year contract the year before; that a new RFP would now be needed; that no details had changed with regard to plowing, recycling, Town Office, Meeting House; that sealed bids would be opened at the next meeting, September 16, 2020, 6:30 PM; that the Town reserved the right of rejection, and would consider a two year contract for winter plowing and sanding; that one- and two-year bids would be accepted with second year's price clearly indicated; that Mr. Bills would be the contact for submissions.

Mr. Jones moved to approve the Winter Plowing and Sanding RFP as submitted. Second by Mr. Mello.

Mr. Jones polled the Board for questions or concerns.

There was discussion of publication.

On the Motion, **all in Favor.**

There was discussion of a Winter Sand RFP, also the same as last year; bids for sand supply would be accompanied by a sample for evaluation, reserving right of inspection/rejection of deliveries; that the contact would be Mr. Bills; that sealed bids would be opened at the next meeting, September 16, 2020, 6:30 PM.

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Mr. Jones moved to approve the Winter Sand RFP as presented. Second by Ms. Tanza.
After discussion, **all in favor.**

Old Business

SLP Painting/Staining Bids

Mr. Jones discussed an email exchange and letter about the details of a bid from Mr. Momaney, and read the letter aloud, noting fully certified and insured for lead paint abatement, to include materials and labor, stain and marine primer location and coverage, treatment with bleach and trisodium phosphate to remove mold and mildew, a cost of \$14,500.00 (bid previously opened). Mr. Mello discussed details and price of the work; other bids, work to be done without a lift; budget matters; scheduling; discussions with vendors. There was discussion of scheduling next summer, availability of funds; clarification on inclusion of materials in bids.

Mr. Mello moved to accept the painting bid from Momaney for exterior painting at 624 Grassy Brook Road, for the amount of \$14,500.00 including all materials, the Town not providing a lift. Second by Mr. Jones.

In discussion, it was noted that the prices seemed reasonable, and the written detailed specifications were appreciated.

On the Motion, **all in favor.**

Building Update

Mr. Mello discussed the window project, acknowledging Mr. Zalesko's work; plans for further work cleaning and repairing windows and doors; electric repairs to a heater; and anticipated expenses. Mr. Jones asked about a cost comparison for work on windows versus the cost of new replacement windows, noting that Mr. Dutton would also want to discuss this. Mr. Mello suggested that the funds would be available November 1, and discussed anticipated rents, and work on the steeple.

Speeding/Tire Burnout Issues

Mr. Jones noted that Melissa Masters had communicated with Ms. Maggio about late-night speeding, and observed that about \$510.00 had been budgeted for law enforcement; that the law enforcement contract was no longer offered; and that any solution would probably require a law enforcement presence in the Town. There was discussion, that the State Police had been in the Town more frequently after the last issue; about the possibility of hiring such presence; the difficulty of identifying miscreants; of more likely times and locations where problems would occur; that citizen complaints may be effective. Ms. Brimmer noted researching rural policing, that this is a common problem; that a contract with law enforcement might facilitate more communication and more timely patrolling. Mr. Jones noted that the contract had not been offered for some years by law enforcement, and that the budgeted funds would account for about ten hours of patrolling at most; that the draft response to a letter from the State Police would include discussion of these issues.

Summary / Update / Reports

A. Guy Tanza – Town Clerk Report

Mr. Tanza noted real estate transactions; that the Secretary of State had notified that absentee ballots start September 21, 2020, that all on the Voter Checklist will receive one, that voters can vote absentee or in person. There was discussion about handling of the absentee ballots when voting in person.

Highways & Roads

A. Mark Bills – Road Supervisor

Mr. Bills reported culverts finished and the rental machine returned; that he had installed 13 culverts, completed a large amount of ditch and culvert clearing and log removal, dug runouts, and many maintenance items; and expressed approval of the machine's capabilities, noting that mowing with three types of mowing attachments made the machine very versatile, a real asset; and noted that many trees had been removed from roads, some equipment obtained and several signs ordered, within budget, and discussed anti-theft bolts for securing signs; roads holding up well with some exceptions that were dusty, or eroding in heavy downpours, some corrugation to grade out; and would research rental machines for some projects before the frost. There was discussion of a downed tree on Putney Mountain Road, probably from wind, several trees cut out of the road by residents; a large beech had broken off about 15 feet up and fell on a vehicle, witnessed by a doctor driving behind it, noting that the tree landed on the hood, not the passenger, and the vehicle had to be removed after the tree; that Mr. Bills had cleaned up the area and the ditch, and removed the wood; and a sign had been ordered to replace one that went missing, post and all, since the mowing, probably stolen.

Communications

A. Email

- From Rescue, Inc. re: presentation for towns on September 17, 6:00PM, about emergency response service for the region
- Re: Storm Water Mitigation Grants, October 9 application deadline (Mr. Jones will follow up with Mr. Bills and Mr. Clark)

B. Regular Mail

- VLCT Newsletter
- SE Vermont Watershed Alliance appropriation reminder

Pay Orders

A. Accounts Payable

Mr. Jones polled the Board on their review of the Warrants

Mr. Jones moved to approve Accounts Payable Warrant #2020-61, dated September 1, 2020, in the amount of \$8,074.75. Second by Ms. Brimmer.

All in Favor.

B. Payroll

Mr. Jones polled the Board on their review of the Warrants

Mr. Jones moved to approve Payroll Warrant #2020-62, dated September 2, 2020, in the amount of \$1,241.82. Second by Mr. Mello. **All in Favor.**

Set agenda for the next meeting – Wednesday September 16, 2020

- Plowing and Sanding, Winter Sand
- Ms. Parker, heater purchase for the annex, grant proposal – discussion
- Response letter to the State Police

Adjournment

Mr. Mello moved to Adjourn. Second by Ms. Tanza.
The meeting was Adjourned at 8:06 PM.

Respectfully submitted, Peter Barus, Recorder, September 4, 2020