

**Draft Minutes**  
**Town of Brookline Selectboard Meeting**  
**Wednesday, June 2, 2021, 6:30p.m.**  
(videoconference)

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

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

*Members of the Public:*  
Peter Barus (Recorder)  
FACTV (Videoconference recording)

**Call the meeting to order**

The meeting was called to order at 6:30p.m.

**Review changes to agenda if any**

Add under new business, Mr. Jones, discussion.

**Approve minutes from the May 19, 2021 selectboard meeting**

Ms. Maggio moved to approve the minutes for May 19, 2021. Second by Mr. Noga. All in favor.

**Scheduled members of the Public**

**Joseph Dutton/Doug Wellman Re: Round Schoolhouse grant work**

*(Old Business: The Preservation Trust grant of \$5,000.00 for the Round Schoolhouse, Revised scope of work and cost estimate including the necessary paperwork for the Preservation Trust of Vermont. The project must be completed by August 1, 2021)*

Mr. Dutton noted that Chris Parker had made a site visit and sent a statement of work; if funds become available, work could begin by July at cost of about \$3,000.00, a little above what had been expected; a bid from Norm Holding was expected, and there had been discussion about ServPro cleaning the building; that the total in that case could exceed \$5,000. Mr. Noga offered to work with Mr. Dutton to organize the paperwork and bids appropriately, and noted that the town could be liable for costs in excess of \$5,000. There was discussion of time constraints. Mr. Noga recommended that all conversations should be put in writing before proceeding.

Mr. Dutton will follow up with Mr. Noga regarding the Vermont Preservation Trust paperwork; and will communicate with the Vermont Preservation Trust that the selectboard is interested in proceeding, and ascertain what remains to be done so the work can start after a vote at the next meeting.

**Unscheduled members of the Public (none)**

**New Business**

Mr. Jones announced his resignation from Windham Solid Waste Management District effective immediately; and because of the DV Fiber meeting schedule, suggested the decision to join the CUD should be reconsidered. Ms. Maggio noted that paperwork had been completed; that this will be on the **next agenda**.

Mr. Noga thanked Mr. Jones for his years of service with the WSWMD.

**Old Business**

**The Preservation Trust grant of \$5,000.00 for the Round Schoolhouse (Discussed above.)**

**Town Hall Rodent Concerns and Remedies.**

*Review Scope of work as written up in estimates from ServePro and Estate Wildlife Control LLC. Decide on a timeline for remediation.*

Mr. Mello had emailed members regarding the work that had been discussed. There was discussion; of details of the work specified; mouse traps will be monitored by Mr. Mello; cost will be \$300.00; there had been damage to some electric wires (Dompier had been called about the damaged wires); that Mr. Noga had saved the town significant funds; and that there would be further discussion of specifics with the vendor.

Mr. Noga noted that information and data would be the extent of his assistance; and discussed methods of mouse abatement costing \$800.00 not including subsequent monitoring; and expressed concern that mitigation should follow the CDC-recommended method of using a bleach solution to wet down fecal matter, not dry-vacuum; that ServPro's estimate had also included HEPA vacuuming despite the CDC recommendations; and details of the respective bids

There was discussion, that stored documents must be protected from moisture, of evidence at locations where rodents were entering the building, of methods of protecting stored documents, and the possibility of cleaning the entire building. Mr. Tanza suggested sending stored documents to the school district for storage that were presently in cardboard containers in the cellar.

Ms. Maggio will communicate with the school district about document storage.

Ms. Maggio moved to approve expenditure of \$800.00 to Estate Wildlife Control, LLC, of Canaan, NH, to remediate rodent infestation at the Town Hall. Second by Ms. Tanza. **All in favor.**

Mr. Tanza noted was \$1,500.00 in the town budget for supplies and postage that could cover this expenditure.

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**ITDRC - Re: Wifi Hotspot at town hall**

Ms. Maggio noted that “Two Wired Guys” had been verified, the access point would cover the parking lot and town office, support after installation only included phone and email service from Comcast, network protection through a secure firewall; and that a second internet connection is an option; that the service might end with the lifting of the pandemic emergency, and long-term costs would be zero; that 50 such installations had been done to date.

Ms. Maggio moved to approve the installation of the WiFi hotspot by ITDRC Project, at no cost to the town. Second by Mr. Jones.

Mr. Tanza noted the already-present public wifi service, and that termination should be considered whenever the arrangement was not to the town’s advantage.

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

Ms. Maggio will inform the provider.

**Summary / Update / Reports**

**Town Clerk Report - Guy Tanza**

Mr. Tanza noted passage of the Voting Act (sending absentee ballots to the checklist); 80 dog licenses issued; the declared emergency still in effect may terminate as early as Friday (June 4), in which case the town will have to reconsider licensing, penalties, etc.; and noted that the office had been busy, the emergency had been handled well, and that videoconferences should be considered on the next agenda in the event that the emergency is lifted.

Ms. Maggio will communicate with the Newfane selectboard about meeting formats, noting that videoconferences were a benefit especially in bad weather.

Members were polled as to continuing remote meetings. Mr. Noga in favor; Mr. Jones in favor; Ms. Tanza in favor; Mr. Mello opposed.

There was discussion of convenience, efficiency, and public accessibility. It was noted that some residents had asked when in-person meetings might resume; that numerous members and residents had attended electronically who might not otherwise have been able; that a hybrid model might accommodate all points of view; that online meetings were accessible through a broad spectrum of devices.

Mr. Tanza thanked everyone for their cooperative spirit during the emergency.

**Selectboard Chair Report - Dot Maggio**

*Gary Lavorgna repairing town notice boards*

*Work bee at DayCare moving Sand and wood chips*

*List of Webinars sent out by Guy in an Email*

*Proposed nomination of the Brookline Baptist Church (AKA Brookline Meeting House ) to the National Register of Historic Places. Announcement after June 24, 2021.*

*Meeting House Sign is going to be repainted*

*Treasurer's Report - Prepare questions for June 16 meeting*

*Newfane Brookline Newsletter - request for information*

Ms. Maggio briefly discussed each item on the above list. There was discussion of the Treasurer’s Report; that all should have received the Period 10 balance sheet, and should prepare questions for the meeting on June 16, 2021; that some changes for clarity would be discussed. Mr. Tanza raised a question about a fundraising account with a possible balance; and questions about the highway fund. Ms. Maggio will ask Mr. Clark about Mr. Bills’ payroll.

**Building Commissioner Report - Bruce Mello**

**Town Hall Pest removal information (Old Business)**

(Discussed above)

**Day Care Building Report**

Mr. Mello discussed financials for the school; that there was no cost in May; that the financials were complete through Period 10; that there should be funds for painting by July 1; that \$15,000.00 had been spent on the building in ten months; that a site visit showed very little use of salt in the water conditioner, running only one of the two installed UV systems without problems, and the systems will be used alternately, switching over every three months; that fuel cost information had been requested of the tenant for research in obtaining an emergency gas boiler service plan.

Regarding the BMH, Mr. Mello will consult with the committee to suggest a five year plan to improve continuity; that the kitchen may have to be changed for ADA compliance.

**Highways & Roads Supervisor Report - E. Mark Bills**

**Over the rail mowing**

Mr. Bills not in attendance, Ms. Maggio noted mowing in progress; discussed the baseball field sign covered with knotweed. There was discussion, members were polled, there was consensus that this should be addressed. Ms. Maggio will inquire with Mr. Bills.

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**Projects and Plans**  
**Communications**

**Email**

- Gary Lavorgna re: doing repairs and work bee.
- Vermont Division for Historic Preservation Re: BMH.
- EWC Quote.

**Regular Mail**

- Vermont Land Trust Re: Acquisition of Development Rights; Green Mountain Conservancy of 387 acres.
- Windham Regional Commission Re: Windham Regional Plan Assessment and Intent to Readopt the Windham Regional Plan.

**Pay Orders**

**Payroll Warrant #2021-21 \$2,163.67 Dated May 26, 2021**

Ms. Maggio moved to approve Payroll Warrant #2021-21 in the amount of \$2,163.67 Dated May 26, 2021. Second by Mr. Noga. **All in favor.**

**Accounts Payable Warrant**

Ms. Maggio moved to approve Accounts Payable Warrant #2021-22 in the amount of \$955.60 Dated June 2, 2021. Second by Mr. Noga. **All in favor.**

**Set Agenda for next meeting – Wednesday June 16., 2021**

- Update on Round Schoolhouse Grant Project.
- Treasurer report on 2020-2021 end of year budget.
- Set Tax Rate.
- Reconsider DVFiber contract.
- Discuss WSWWM.
- School record storage.
- Hybrid selectboard meetings.
- Discuss Listers approved to end of fiscal year.
- Discuss hourly rates for employees as of July 1.

Mr. Tanza explained that the Listers would stay on until the March, 2022 Town Meeting; that they were doing very well. Ms. Maggio noted a stipulation that re-evaluation would be addressed at the end of the Fiscal Year. Mr. Tanza noted that they had agreed to continue with the hope that others would step up.

There was discussion of timely notice preventing visits to the town office while rodent mitigation is under way.

**Adjourn the Meeting**

Ms. Maggio moved to Adjourn. Second by Mr. Mello. All in favor.

The meeting was Adjourned at 8:12 p.m.

*Respectfully submitted, Peter Barus, Recorder, June 5, 2021*