

Unapproved Select Board Minutes Aug. 20, 2018

Present: Select board members, Arthur Pond, Norris Tillotson, Wayne Hurtubise, Sherry Paquette and Linda Collins. Visitors: Cameraperson Sarah West, Bethany Remmers, Carolyn Gendron, Jacques Desautels, Bruce Wetherby, Chuck McAllister, Jason Wetherby and Scott Coons.

Bethany Remmers of the Regional Planning Commission gave the board an update on her work on the Rail Trail Extension saying she has contacted 10 of the 12 easement holders.. She would like to finish up in the next two weeks and bid out the project this winter for completion in the summer. She would like to meet with the select board and attorney in September to finish the easements.

Remmers also discussed funding for the Combs Road and reported she has been working with Road Foreman John Nutting for a study to replace two culverts on the Combs Road. She has \$100,000 left in her budget which is just about the funding for the project which is estimated at \$154,000 with partial work done by the Town Road Crew. She will work with John on ordering for the project.

The third project Remmers wants to complete is the Road Erosion Inventory at no cost to the town. The board gave permission for her to start the process.

In other business Desautels asked about town workers and rumors of spending indiscretions. Hurtubise said there has been a police investigation and that investigation showed no wrong doing.

Coons asked for an executive session to discuss personnel. The board declined because they had already met with Coons on Thursday and felt there was no more to discuss.

Wetherby and McAllister discussed the upcoming trash contract due in September. He stated that he has done the job for the past 18 years. A meeting is set for Wednesday at 2:30 to discuss the contract.

Paquette made a motion to accept the minutes of the Aug 6 meeting, second by Pond and passed.

The board agreed to place an ad in the paper for the position of Town Clerk.

Hurtubise reported the sidewalks are being paved on Province St.

Tillotson reported the water and sewer department and A&D excavating are digging on Intervale Ave, replacing pipe and doing away with the hydrant. Last week an aeration blower was delivered at a cost of \$7800.

Donald Noyes will clean up untrimmed trees along the fence at the water plant.

Pond reported that Vermont Electric has cut two trees in Davis Park and the road crew will remove them. He is looking into a security light at the playground and reported the cameras are working again after a hard drive gave out. He is gathering quotes to do general maintenance repair the bandstand in Davis Park.

Tillotson asked the board if they would be willing to sell water to Jeff Jewett to sell to another town. The cost would be \$5 per 1000 gallons and purchased in 5500 gallon tanks. The board agreed as long as no water is sold in Richford. Tillotson will work out billing details with the town clerk and the water and sewer employees will oversee the loading of water.

The chairman proposed discussing ideas for additional policies for town employees.

Ideas proposed were:

- a. Using purchase orders with two signatures
- b. All reimbursements through the town clerk
- c. No cash taken in by anyone but the clerk, for example sand purchases will need to go through him
- d. No borrowing of town equipment by employees or townspeople because of liability
- e. No personal purchases while purchasing for the town on town time
- f. No using personal equipment or borrowing equipment. If town equipment breaks down other equipment will have to be rented even if an employee can furnish that equipment
- g. No purchasing from employees
- h. All department heads will go over weekly bills with employees and initial them before payment

These were suggestions, with the possibility of more to be added, before approval by the board at the next meeting. They will be added to the current policy.

Wayne Hurtubise made a motion to go into executive session and Pond seconded. The board went into executive session at 8:15 p.m. As a result of executive session the chair will type up a new purchasing policy and rules for town employees and present them to the board. Meeting adjourned at 8:45

Respectfully submitted by Linda Collins

Attest: