**Selectboard Meeting**

**Richford, Vermont**

**Approved Meeting Minutes**

**February 5, 2024**

Chair Pond called the meeting to order at 5:00 pm with members Sherry Paquette, Alan Fletcher, Wally Steinhour, and Kristin Sheperd present. Guests at the meeting were Rowena Brown, John Libbey, Justin Randall, Robert Wetherby (zoom), and camera man Gerry Vaisey.

The board said the pledge of allegiance.

Chair Pond recognized guests. He started with Robert. Robert asked if the board had any answers to his questions. Selectman Steinhour said they have no answers yet. Mr. Wetherby had a question for Sherry. He wanted to know if she authorized the locks being changed at the Fire station. Selectwomen Paquette stated that she authorized the locks to be changed.

Rowena wanted to know whose decision it was to change the town meeting from 7:00 pm to 6:00 pm and what measures are being taken to notify residents of the change. Chair Pond said it was a decision from the whole board, and the warnings that went out for the meeting state the new time. She also wanted to know what the plans for the old tractor are. Selectman Steinhour stated that the tractor will most likely be put out for sale like the old town trucks were. Rowena asked when the repairs to the 2nd ambulance were going to happen. Chair Pond said that they were waiting for things to settle down, and that currently they were out on a unit 2 call, so things were working out. Comments about the skating rink were made, things are going well and no vandalism, about 250-300 gallons of water are used to top off the rink. Rowena asked how roads were ranked in terms of paving and what streets take priority. Selectman Steinhour said that is a road foreman determination where the biggest priority lies. The Noyes Street paving is in line with the water line fix.

Rowena also asked what the plans were for the ARPA funds and if some are being used for Noyes Street. Selectman Fletcher stated Capital improvement money was going to be used. He said that Kiley had found some financing for the Golf Course Rd project which freed up money in the capital improvement fund, that can be used for Noyes Street project. Selectman Steinhour stated that they are looking into things to use the ARPA funds for such as possibly a new building at the playground, purchasing land that abuts the town garage land for a future new build. Lastly, she wanted to know what the plans for the solar eclipse were. Selectwomen Sheperd commented on things she had heard about the amount of people you were going to be coming in. Marissa commented on behalf of the Recreation committee, stating that there were plans for an event, and as of right now there is still information being gathered. She also said that Dan Seely will be holding informational meetings on the eclipse at the Town Hall.

The board moved to approve the 1/15/2024 meeting minutes.

Selectwoman Paquette motioned to approve the 1/15/2024 meeting minutes. Selectman Steinhour seconded. Motion passed.

Highway Report – Not a lot of plowing to be done, some sanding, and still cleaning up from the wind damage.

Building Report – Troy Overhead Doors came and services the doors at the emergency building. The thermostats were updated. Also getting quotes to have the drains cleaned out.

Water & Sewer Report – There was a leak on Green Avenue due to a hydrant, repairs were done. There was also a leak on Troy Street near Freds, that was also repaired. Selectman Fletcher reminded everyone about the vote for the Special Services District next Tuesday.

No update from the Town Administrator.

Parks, Playground, & Cemeteries Report – Nothing to report.

Other Business – Selectman Steinhour had a phone conversation with Bethany regarding the Rail Trail extension project. She crafted a letter to Ande DeForge to see what the obligations of the town will be to repay the funds expended on the project. The letter reads the town is stopping the project, there were suggestions to change the wording.

The board moved to approve the letter to be sent once the wording is changed.

Selectwomen Paquette made a motion to approve the letter be signed and sent once Wally has made the changes. Selectman Fletcher seconded. Motion passed.

Selectman Fletcher started working on a Policy Guideline for the Fire Department. He thought it would be a good idea to clarify exactly what the relationship is and to what extent the selectboard is going to exercise oversight of the Fire Department. Selectman Fletcher wanted a starting point for the board, this document will serve as a draft.

Chair Pond made a motion to go into executive session to discuss personnel. Selectwoman Paquette seconded. Motion passed.

At 5:46 pm, Selectman Steinhour made a motion to come out of executive session. Selectwomen Paquette seconded. Motion passed.

No decisions were made as a result of the executive session.

Selectwoman Paquette wanted the board’s approval to donate from the holiday fund as a part of the regular meeting.

Selectwomen Paquette made a motion to approve a donation from the holiday fund in amount of what had been approved the year before for the Easter Egg Hunt. Selectman Steinhour seconded. Chair Pond abstained. Motion passed.

Selectwoman Paquette made a motion to adjourn Selectwoman Sheperd seconded.

Meeting adjourned 5:49 pm

Submitted by

Marissa Tessier - Town Administrator

Attest: