

## MINUTES

**SELECT BOARD/ASSESSORS' MEETING  
TUESDAY, SEPTEMBER 6, 2022  
WILLIAM L. PULLEN MUNICIPAL BUILDING MEETING ROOM  
ONLINE NON-INTERACTIVE ON TOWN HALL STREAMS  
6:30 p.m.**

**Select Board present:** Jim Justice, Adam Fuller, Martha Johnston-Nash, Wayne Kirkpatrick, and Bill Packard

**Others present:** Jay Feyler (Town Manager), Jim Murphy (Assessors' Agent), Erik Amundsen, Kathleen Thornton, John Mountainland, John Gibbons, and Carey Knause

- 1. Call Select Board Meeting to Order:** at 6:30 p.m. by Adam Fuller.
- 2. Pledge of Allegiance**
- 3. Public Comment:**

Adam said the Ambulance Advisory Committee asked to be added to Committee Reports.

- 4. Approve Minutes of Tuesday, August 16, 2022:**

Motion by: Jim Justice  
2<sup>nd</sup> by: Wayne Kirkpatrick  
5-0

- 5. Approve Treasurer's Warrants dated Tuesday, September 6, 2022:**

Motion by: Martha Johnston-Nash  
2<sup>nd</sup> by: Jim Justice  
5-0

- 6. Set Tax Commitment Rate with the Assessors' Agent:**

Jim provided two mil rate options: 14.70 (approximately \$21,000 overlay) or 14.80 (approximately \$57,000 overlay).

Motion to set mil rate at 14.80 by: Jim Justice  
2<sup>nd</sup> by: Martha Johnston-Nash  
5-0

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### 7. **Vote to close the Town Office on September 15<sup>th</sup> for Clerk Trainings:**

Motion by: Jim Justice

2<sup>nd</sup> by: Bill Packard

5-0

### 8. **Vote to close the Town Office on October 6<sup>th</sup> for office training at MMA:**

Motion by: Jim Justice

2<sup>nd</sup> by: Martha Johnston-Nash

5-0

### 9. **Discussion and vote on the Bench Proposal for Ayer Park:**

Jay said Argy Nestor sent this on behalf of Grace Bogard's family: they would like to put in a nice bench at Ayer Park. The board has to accept the donation and location or not.

Motion to accept by: Bill Packard

2<sup>nd</sup> by: Wayne Kirkpatrick

5-0

Adam asked about bench placement on the Common. Jay said we haven't even gotten the insurance payment yet. New benches will likely be in a future budget: we can get a per-bench price and put name tags on them. Bill said it will be a good opportunity for people to donate as in the past with flags.

### 10. **Discussion and vote to dispose of excess equipment, safes, at the TCC:**

Jay said Paul asked about getting rid of two safes in the office. One is locked. Erik said they got a price of \$2,000 to get them out the door. Jay has a locksmith coming. Adam asked for photos of underneath the floor. Bill would like to see a whole plan.

Motion to authorize the Town Manager to get the locked safe open then table the rest for now by: Wayne Kirkpatrick

2<sup>nd</sup> by: Jim Justice

5-0

### 11. **Change Select Board meeting from September 20 to September 27:**

Jay will be in Columbus at an ICMA conference on the 20<sup>th</sup>.

Motion to approve by: Wayne Kirkpatrick

2<sup>nd</sup> by: Jim Justice

Motion withdrawn

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Motion to skip 2<sup>nd</sup> September meeting by: Wayne Kirkpatrick  
2<sup>nd</sup> by: Jim Justice  
Motion withdrawn

Motion to change the meeting date to September 27 by: Martha Johnston-Nash  
2<sup>nd</sup> by Wayne Kirkpatrick  
5-0

### 12. Discussion on Electric Charging Station for 2024 Budget:

Jay said there are opportunities to get an electric vehicle charging station for little to no cost within the next year. As with most federal funding it's a lot of work up front, and the board would have to accept it; he doesn't want to do it unless the board wants to pursue it. Certain criteria have to be met. It has to be in a public space. Discussion included: public vs. private; other municipalities have them such as Washington which has six; does the town pay for the electricity; associated costs such as lighting and plowing; how many residents would benefit from it; younger people are more likely to want it; potential draw to town. It would be a double so two vehicles could charge at once.

Motion to send a town or board rep to the September 27 webinar by: Bill Packard

Adam said if we get the Efficiency ME grant but not others, we can turn it down.

Motion to continue looking into the grant and have Jay fill out this paperwork by: Wayne Kirkpatrick  
2<sup>nd</sup> by: Adam Fuller  
4-1 opposed (Johnston-Nash)

### 13. Town Manager's Report:

Jay said the culvert is done. We get a little over \$3,000 back from the contractor due to a subcontractor who didn't meet the paving requirements.

Clarry Hill project number two: the groundwork has been done, and an engineer has looked at it – still not 100% sure what caused the collapse in the middle, but years ago there were two different types of material next to each other. It's done, and paving will happen in a few weeks. It may be late September/early October.

Jay tried to get hold of the roofing guy today and hopes he'll be here this week to patch the TCC roof.

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Last Thursday (example of an auxiliary expense) Jay and two public works guys and a piece of equipment were at the TCC from 8:00 a.m. to 2:00 p.m. tracking down the septic system. About 3,500 gallons were pumped. The pump that goes up to the leach field is not working; someone had disconnected it. We have to hire someone to put in a new pump. Our records indicate a new one should have been installed in 2009. We can't really get a determination on the leach field.

Roger and Jay were working on the final TMA agreement today. Roger is checking a few details on how we're going to call the volunteers and how they'll be insured. It should be finished by the end of the week, and Jay will run it up to Paul. It's very simple – basically the TMA will lease that room for free or \$1; the thrift shop will be responsible for volunteers, sales tax, etc. which leaves the town out of it because the way they can do business is not the way the town can do business (auditors, etc.). Volunteers will run the door. All contracts and so forth will come through the town with TMA numbers. We have no executive director yet. The new clerk will be doing some stuff a few hours a week. Because again it's now back to being a government entity, you can't run it like a nonprofit: we need a safety plan, maps on the walls for all the exits, chemical books, MDS sheets, access to areas not ready have to be blocked off possibly with tape, etc.

Regarding the petition for the November election, Jay said the board can put a competing article on the warrant. The deadline would be right off, next meeting. In answer to Adam, Jay said probably by the time MCOG does their thing – they are also working extensively with us on Steel Pro – it could be March or April until those proposals come back.

Jay clarified from September 1 going forward, the TCC is all handled upstairs at the town office. Tabatha will handle the paperwork. He said to Martha one thing that's different about events in the gym from your lease is we require insurance before they come in, and alcohol insurance as applicable so they're better off hiring a caterer. Pickle ball is a daily use, charge a daily fee. We need some sort of auditing trail, a receipt trail. Tickets could be sold for shows. Carey Knause suggested using Square. Erik Amundsen said the TCC needs a landline and WiFi. Jay will get receipt books.

Jay contacted Eastern Fire again. They are still waiting for parts with no date from their suppliers.

John Mountainland said excellent job with the chip seal on Pound Hill Road.

### 14. Other Business:

Approve \$15,126.58 general liability and property policy through the Allen Agency.

Motion by: Bill Packard

2<sup>nd</sup> by: Jim Justice

5-0

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### 15. Committee Reports:

#### a. Broadband

John Gibbons said they met this week with LCI/Tidewater. Everything is on track for the grant application with a possible increase in scope. The grant window opens October 5, due early November, awards in January. A second grant cycle will run March to June 2023. There will likely be additional grant cycles after that until the money out of Washington is fully committed.

LCI is still planning to commission an advanced engineering study to pin down details of the network and cost projections. We will be expected to share in the cost of that study but it's not an additional cost; the cost of that study will count toward the required local share for the grant application.

The committee met two weeks ago and concluded it is on the right track. They also discussed the webpage, the next step in communicating with citizens on what's going on with broadband with a target launch of mid-October.

Adam said there is a rough draft webpage – people will get access to see what their options are. LCI has lists, they are well aware of where people are, and they are gung ho. The webpage will also have information on relevant resources such as underground conduit. Interns may help our elderly navigate.

#### ~~b. Aging in Place in Union~~

#### c. Green Space

Kathleen Thornton gave an informal update. The committee continues looking into options and examples of other towns. The next meeting is postponed until after the survey results which will be in October.

They would like to make a presentation to the board on post-survey options, then from there get something to go to the voters. Jay said January/February is usually good before we start budgets. Kathleen will remind Jay.

She added they would like to share the committee's google drive folder on the town website under Green Space Committee. She emailed that link to the town and the board.

Committee members are still doing individual research until the survey comes in. They were voted in on October 19, 2021. Jay said they do not have to be re-upped until June; normally there are two-year terms. He will check the nomination papers and get back to her. Kathleen said they need a select board representative, but Jay said you don't need one on every committee.

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Adam noted we have a lot of other town-owned space that the committee could look at going forward. Kathleen brought up making the committee a conservation commission which would mean training and other perks.

### d. TMA report

Erik said obviously things are in flux. Sixteen people showed up Labor Day for pickle ball. At \$5 a head they collected \$80. People love the place. He has not heard from the rec committee or basketball guy or cornhole people but expects to as the weather changes. Other than that, they await Eastern Fire.

Adam read aloud the board members' bullet points regarding the TCC (in preparation for MCOG) for the people watching.

### 16. Select Board Reports:

Bill brought up signs on the Common and who regulates taking them down. Jay said you need an ordinance and mentioned Supreme Court cases on signs. Political signs are regulated by the state for a certain number of days. There are different rules for commercial and regular. Jay will print the information out for the board. Bill's point was no one wants to see ads on the Common. Adam said Mother Nature will take care of those signs in a few months.

### 17. Future Agenda Requests:

Martha said the Sestercentennial Committee meets on the 13<sup>th</sup> and will be added to the Committee Reports.

### 18. Adjourn:

Motion by: Wayne Kirkpatrick  
2<sup>nd</sup> by: Jim Justice  
5-0

Meeting adjourned at 8:49 p.m.

Respectfully submitted,

Sherry Abaldo  
Secretary