

Selectboard Minutes

February 5, 2025

The meeting was called to order by Ann Marie Visconti, Chair, with Curt Robie and Tamarin Laurel-Paine, Members in attendance as well.

Mark Doane, Administrative Assistant was also present. Town residents present were: Terry Crean, Judith Hoag, Louise Harlow, Alfonso and Maureen Longobardi, Donald and Karri Trask, and Adair Laurel-Caferella. Jenny Dion, Police Chief was also in attendance. Zoom was also offered to the Town residents with one person on Zoom.

Public Input centered around the Senior Center plans that are to go out to bid. Adair Laurel-Cafarella and Maureen Longobardi would have liked to see the plans before they went out to bid. Curt told them they could email the Administrative Assistant to get the plans. Donald Trask questioned if a discussion was had between the Selectboard and other boards about having those committees have their Minutes posted. The Selectboard Chair stated this would be discussed at the All-Boards Meeting in March.

An Email from Laurie Bartkus from Kinsharf Accounting was read concerning the Schedule A, and that the Town has been given an extension on submitting an accurate Schedule A. Laurie also reported that under the former Accountant, all three Stabilization Accounts were in one account instead in separate accounts. Laurie has corrected this and all the Stabilization Accounts have their own account with the following amounts: Capital Stabilization has \$22,000.00; School Stabilization has \$81,250.00; and the General Stabilization has \$304,219.00. The former Accountant did not roll over certain accounts in to free cash as requested. Ann Marie reported that those accounts will be discussed at the Annual Town Meeting, and request that those monies be rolled over into free cash.

The Selectboard Chair then went into Old Business. A discussion was had on Code Red and whether to go with a 3 year or 5-year plan. It was felt that a 5-year plan would be of less cost to the Town than a three-year plan. Ann Martie will find out the cost for a 3 three year versus a 5-year plan.

A rather lengthy discussion took place on paying Kinsharf Accounting through the end of the fiscal year. Discussion focused on a Special Town Meeting Article to pay Kinsharf for April, May, and June, and possibly to include the month of March, as the STM is scheduled for March 29, 2025. It was brought up about the use of the Reserve Fund to pay Kinsharf for February March, and then for April, May, and June to use money in other accounts, along with paying for Kinsharf to do the Schedule A. After all was said and done, February and March will be paid out of the remaining funds in the Accountant Salary and Expense Accounts and request \$4,887.00 from the Reserve Fund. April, May and June, along with the Schedule A will be paid out of money in other accounts for a total of \$14,000.00. Kinsharf will also be present for our Annual Town Meeting.

Discussion on the Articles for the Special Town Meeting were then discussed. Ann Marie stated that the Accountant and Town Counsel recommend that and extra monies at the end of the FY year be put into free cash, and not directly into the Stabilization accounts. As there weren't copies of the Warrant

articles for all the Selectboard to review, a general discussion was held about wording, what was going to be articles, what was not going to be article, and what other various funds would be available to use. Laurie Bartkus reported that we did have some money to spend or lose from WRAP, as well as the Cybersecurity Grant. End of discussion resulted in that at the next Selectboard meeting, the Articles for the Special Town Meeting will be available for the Board to finalize.

Once again, a lengthy discussion was had surrounding the purchase of the new Town truck, and what the funding source is to be; whether partial Chapter 90 funds, taking out a loan, or use some of the funds the Highway Superintendent has in Fair Share. Tamarin stated that in the Annual Town Meeting of May 2024, the town residents voted to borrow the money, however, were told it was just a place-holder to authorize ordering the truck, but that the Town would know what free cash and other funds were by the time we had to pay for the truck. Curt reported that he would prefer not to use Chapter 90 funds for a truck, and to dedicate Chapter 90 to road improvement.

Discussion then turned to the topic of an audit. It was discussed whether a partial or full audit would be necessary. Tamarin recommended that the town ask Kinsherf what level of an audit they would recommend, and to ask David Irwin for a quote for a full audit of FY 2024.

Ann Marie then began the discussion of the Community-at-large person for the Capital Planning Commission. The two candidates were present. Tamarin felt it would not be advantageous to have anyone on the Board who might be serving for their own interests. Ann Marie felt Donald Trask might have a Conflict of Interest because his wife is the Finance Committee representative to the Capital Planning Committee. Both candidates gave reasons they would be good for the Committee. Am Marie recommended both to the Committee. Tamarin felt the vote should be the Selectboard and Finance Board. Curt stated that since it is an Ad Hoc Committee the Finance Board doesn't need to vote. The plan is for the Committee to meet frequently between now and May. Tamarin Felt it would be a good trial period to see how the number and assortment of appointees works out for the next few months. A motion was made, seconded, and carried to appoint both Judith and Donald to the Capital Planning Committee.

Ann Marie reported David Stokes stated the Town has a balance of \$312,233.00 of Chapter 90 monies.

Discussion then occurred around the Town Administrator resumes. Tamarin reported she felt time in Town should be 75% and 25% remote with set hours that the hire could meet with town folks. Curt said we need to decide where they sit. Ann Marie felt the office Mark is in would be appropriate. Curt also wants the hire to attend meetings. The Selectboard then choose the five top choices out of the seven. Mark will contact them on Monday the 10th to set up interviews for either February 15th or February 22nd. The Selectboard will determine the interview questions that will be presented to each candidate.

Under old business, Curt reported that the Senior Center was without heat on the 5th, and was repaired by George's Propane the same day. The fan motor had seized. Georges also recommended keeping a box of filters on hand. The boiler repairs in the Town Hall were \$2,548.89.

There being no further business to come before the Selectboard, it was declared closed at 8:00 PM

Respectfully Submitted,

Mark W. Doane, Administrative Assistant

Ann Marie Visconti, Chair: _____

Curt Robie, Member: _____

Tamarin Laurel-Paine, Member: _____