

TOWN OF BRIDGEWATER  
SELECTBOARD / SEWER COMMISSIONERS  
MINUTES OF MARCH 24, 2020

DRAFT

Meeting was called to order at 5:00 pm by Lynne Bertram, Chair.

Present: Norman (Nope) Martin, Brian Bontrager, Vicky Young, Nancy Robinson and Jeff Sailer.

Changes/additions to agenda: None

Brian moved to accept the minutes of March 10<sup>th</sup> and March 16<sup>th</sup>. as written. Nope seconded the motion and motion carried.

Visitors: None

**Scheduled Visitors:** Bruce Seely of the “New Building Committee” sent the board a letter outlining the need; if the board so decided, to form a new committee to move the approved fire station project forward. Previous committee has ceased as the action that they were charged with has been accomplished. Bruce proposed that the new committee consist of between 5 to 7 members and include some from the previous committee, including Nancy as the recording clerk and liaison with the Selectboard. Lynne moved to accept the request to form a new committee consisting of up to 7 members and no less than 5 to proceed with the fire station project. Brian seconded the motion and motion carried.

**Highway:** Trucks are all running and workings. Crew have been working on grading roads, filling potholes and dealing with “mud season”. Nortrax has been at the town garage to repair (Heli coil) the grader tires.

Jeff presented the board with quotes for the new truck:

Freightliner of NH \$193,730 less a trade in of \$40,000 = \$153,730.

Westernstar \$213,422 less a trade in of \$57,000 = \$156,422.

Kenworth (Pittsfield) \$168,000.

Peterbuilt and International currently not able to deliver heavier duty truck meeting town specs. Freightliner and Westernstar will also offer a 7-year warranty for \$4,200 which is not included in bids. Lynne moved to purchase the Westernstar truck and 7-year warranty package at a cost not to exceed \$170,000.00. Brian seconded the motion and motion carried.

Annual Financial Plan was reviewed and signed. This form is completed and sent to VTRANS after town meeting and budgets have been approved indicating that the town is raising tax funds for highway maintenance in addition to the state funds that towns receive.

**Treasurer’s File:** Expense warrant #22 (ck # 2505 and ck #'s 18728-18748) was reviewed and approved. A budget status (9 months of year) report was given to the board to review.

**Clerk’s File:** Liquor license(s) were signed for Long Trail Brewing Co. Excess weight permits were signed for Boderline Trucking, Keyser Energy, Miller Construction, Pike Ind. The April calendar was reviewed. Due to current COVID 19 situation, the Selectboard will have only one (1) meeting in April on the 21<sup>st</sup>. May be done via electronic format. Nancy is looking into sites for meeting compliance use.

March 24, 2020 minutes cont.

Old business: None

New business: Discussion of delegation of duties during this COVID 19 pandemic and ensuring that town services including payroll and invoices are paid timely. Brian moved to appoint Lynne Bertram or Norman (Nope) Martin to approve and sign orders for payroll and operating expenses through May 2020. If either of the above members are not able to approve and sign orders then Brian Bontrager shall be authorized to do so. Nope seconded the motion and motion carried. Brian moved to allow Vicky to process weekly payroll and to pay expense invoices through May 2020. Nope seconded the motion.

Vicky noted that most invoices at this time of year are for normal operating expenses, but if anything unusual came in she would contact at least one board member before making the payment. Motion carried.

A quote has been received from Black Ox Roofing of \$1,800 to replace one sheet panel, rework a second panel, install additional gasket screws at ridge line and inspect roof for any other serious issues. Lynne moved that Brian follow up and get additional quotes and information and get roof repaired for less than \$1,800.00. Nope seconded the motion and motion carried. Any contractor doing the work would need to provide the town with a certificate of insurance showing they have Worker's Compensation coverage.

Board members reviewed and signed the Applicant Resolution for the Implementation Grant for the Bridgewater Area Community Foundation (Hearing for grant immediately following this meeting at 6:00 pm)

Being no further business, the motion was made and seconded to adjourn at 5:58 pm.

Respectfully submitted,

*Nancy Robinson*

Nancy Robinson,  
Clerk