

TOWN OF BRIDGEWATER  
SELECTBOARD / SEWER COMMISSIONERS  
MINUTES OF APRIL 22, 2025

*DRAFT*

Meeting was called to order at 4:30 pm by Owen Astbury, Chair

Present: Steve Tarleton, Selectboard Member, Nope Martin, Selectboard Member, Randy Kennedy, Road Foreman, Melissa Spear, Treasurer and Nancy Robinson, Clerk

Owen noted that the new audio system (Owl) arrived this afternoon, not set up for this meeting due to time constraints.

Visitors: Ken Carter, AVT Club President, Bruce Maxham and Chris Stevens

Visitors via Zoom: Dennis & Joan Wideman, The Martins, Jerry Oppenheimer and Emma Stanton, VT Standard Reporter

Additions/changes to agenda: Melissa asked to add the Corrective Action Plan related to the audit findings.

Nope moved to accept the minutes of April 8, 2025 as written. Owen seconded the motion and motion carried.

Scheduled Visitor: Ken Carter came to review the ATV policy with the board. Asking permission to use the same roads as last year although many of the roads on the list are not on their trail system.

Explained that the AVT club maintains and polices the trails. Fish and Game Department also patrol trails. Periodically hire Windsor County Sheriff's Department to patrol. Trails are open from May 15<sup>th</sup> to Oct 31<sup>st</sup>. Asked board to consider opening a trail to access the Corners Store/Gas. Discussion of another time. Owen moved to adopt the current ATV policy, Nope seconded the motion and motion carried. Board signed 2025 policy.

**Highway Report:** Mandatory meeting was held last Thursday for 2 of the FEMA projects; Pearson Culvert and Baker Hill. Approx 15 contractors attended. There were questions about material and ledge which prompted an addendum to the scope of the work. Randy and Melissa are working with Scott Jensen, VT River Management to draft information for the addendum needed for the Pearson Road and Baker Hill projects. Information will be sent to the contractors.

Grading roads and filling in potholes. Update on equipment that needed repairs; 550 going to Jim Morgan's garage on the 30<sup>th</sup>. Loader has been repaired. One of the trucks has a broken spring.

Picking up brush and cleaned up tree that came down on Sunday. Mandatory meeting for Earle Bridge engineering is Thursday the 24<sup>th</sup>.

**Treasurer's File:** Expense warrant #25-16 was reviewed and signed. (e-check #'s 2938-2942 and ck's 21782-21823-includes some voided checks due to printer issues). March payroll warrant #25-09 was also signed. Yankee Generator contract was signed per discussion from last winter. Melissa has been working with FEMA and State coordinators to complete and sign off on 29 of the July 2023 storm projects. Auditors have sent a Corrective Action Plan (items of concern) for the board to review and sign. Several items refer to need to adopt financial policies, segregated duties, and separate accounts for grants. Owen moved to sign the corrective plan, Steve seconded the motion and motion carried. Melissa will ask Auditors for policy templates. Working on job description for assistant treasurer.

April 22, 2025 minutes cont.

**Clerk's File:** Nope moved and Owen seconded to approve the Liquor and tobacco license applications for Ramunto's and Sunrise General Store. Motion carried.

**Old business:** None

**New Business:** Chris Stevens and Bruce Maxham, Bridgewater Volunteer Fire Department reviewed with the board a current 'punch list' of items that either have not been completed or need work on the fire station. Per lease agreement section E. Repairs and Maintenance, the town assumes responsibility for the maintenance of the interior and exterior of the property, including painting, plumbing, electrical repairs, structural repairs, roofing repairs, annual inspections, and maintenance of the grounds of the property including landscaping, driveways, sidewalks, and parking spaces. The list includes such items as need for exhaust fan in shower room, cracks in walls and ceiling, sticking doors, pump rooms door has shim issue, outside door pads have buckled. Annual inspections are due. Discussion on how to proceed with repairs and general maintenance of these items. Bruce has been working to schedule annual inspections. There may be items that could be fixed internally such as replacing door keypad, weather stripping, glueing or nailing mop board. Some of these issues may be seasonal. Fire Department will put together a priority list of items that they feel need to be taken care of immediately. Will contact Ed Clark building architect to see if he has any suggestions for ceiling and door repairs. Should check status of outside door pads and repair before shim coating/paving is done this summer. Owen thanked Bruce and Chris for presenting and keeping the board informed of the ongoing needs of the fire station. Need to keep dialogue and communication open and work together on the town properties.

Being no further business, Owen moved to adjourn at 5:45 pm. Steve seconded the motion and motion carried.

Respectfully submitted,

*Nancy Robinson*

Nancy Robinson, Clerk