

TOWN OF BRIDGEWATER
SELECTBOARD / SEWER COMMISSIONERS
MINUTES OF DECEMBER 17, 2019

Draft

Meeting was called to order at 4:30 pm by Lynne Bertram, Chair.

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

Visitors: Gloria Martin, Bruce Maxham, Bob & Sue Kancir, Phil Wilkerson, George & Melissa Spear and Hank Smith, Representing the BACF

Additions to agenda: Verizon Office Phone Quote & Hazard Mitigation Subgrant Agreement Contract

Brian moved to accept the minutes of November 19, 2019 as written. Nope seconded the motion and motion carried.

Visitors: Phil Wilkerson thanked Nope and Jeff Sailer for all of their work in getting the highway department back in order.

Hank Smith on behalf of the Bridgewater Area Community Foundation formally requested the building reserve funds of approx. \$56,000 that had been set aside for the building use. Explained that these funds would be used along with the previously granted insurance funds (\$21,000), private donations (\$21,000) and funds from TRORC (\$35,000) to apply for a \$100,000 grant from Northeast Heritage Economy Program (NHEP) to work on the infrastructure of the building. Total cost of building construction at this time is \$234,000.00. Would like formal vote on funding request as grant application has to be submitted by Friday, December 20th. Lynne asked for a motion to get article on table for discussion. Brian moved to give the BACF the requested funds, Lynne seconded the motion. Brian explained that as a Selectboard member and Director of the BACF it may seem or appear that he may have a conflict of interest by participating in the vote but he had decided not to recuse himself. Reasoning being that he was not financially or personally gaining anything by this vote and that acting in the town's interest in upgrading a town asset that he could vote. (Reference Town of Bridgewater Conflict of Interest Policy Articles 6-10). Discussion ensued as to this action, grant application requirements and expected total budget infrastructure costs to building of approx. \$900,000. Vote was called for; Brian and Lynne yes, Nope no, to give the reserve funds to BACF to be used toward the grant application. Motion carried to give the balance of the reserve funds to BACF.

Highway Report: Jeff not present at meeting due to snowstorm, out plowing and sanding roads. Nope reported that since the last board meeting, Jeff Candee had left the town's employment. Jeff and Nope had interviewed Charles (Chuck) Thorburn, who had submitted an application at the time that Zach Bowley was hired. Nope moved to hire C. Thorburn for highway position at \$20.00 per hour effective December 15, 2019 with a three (3) month probationary period. Lynne seconded the motion and motion carried. Need to contact Cargill to order more salt. Nancy/Jeff will do this. Lynne reported that the town has applied for a Category A grant to update the Road & Culvert Inventory List and a Category B grant to continue stormwater mitigation work on the North Bridgewater Road between Atwood Lane and Maple Valley Road. Discussion of easement on Chateaugay Road (Schulz property). By state law, town has a right of way of 25 feet from center of road to use. Easement would be required if town needed more than the 25 feet. Nope feels that town will need this extra space and that we should get an easement for another 25 feet. Nancy will contact Mr. Schulz and Attorney Barlow to get this done.

December 17, 2019 minutes cont.

Discussion of two (2) recent access permits that may not have been put in correctly and may cause problems to the town road(s) in the spring. Property owners/contractors will be notified.

Treasure's File: An expense warrant # 14 & 15 (e-ck #'s 18599-18634 and ck #'s 2491-2495) and payroll warrant (ck #'s 3883-3883 and e-ck #'s 3005-3024).

Audit contract with Pace & Hawley was signed for fiscal years 21, 22 & 23 at \$9,000 per year.

Discussion of office phone costs (VTEL) of approx. \$200.00 per month. Verizon has made a proposal to the town to purchase new phone system for \$425.00 (upfront outlay) and then month/unlimited phone service would be \$70.00, no contract so service could be cancelled at any time. Promotion at this time to get 2 free months if done by year end. Town would see return on investment within 3 months. Board approved changing phone companies. Will check into changing service for Treatment Plant.

Vicky reported to the board that 11 new units have been added to wastewater accounts due to usage changes to 4 properties, now advertising as Air B & B's. Will take effect as of the 3rd. quarter billing.

Lynne reported that she had been contacted by Joni Kennedy, Del Collector to let the board know that the Old Mill Marketplace Owners Assoc has paid \$5,000 on their del. account.

Clerk's File: January calendar was given to the board with regular meeting and budget meeting information. No other meeting in December. Next regular board meeting will be on January 7th. Budget meetings will be on January 14th and 21st. The Hazard Mitigation subgrant agreement was signed.

Old business: none

New business: none

Being no further business, motion was made and seconded to adjourn at 5:35 pm.

Respectfully submitted,

Nancy Robinson

Nancy Robinson
Clerk

Board members asked members in attendance to stay and have holiday refreshments provided by Lynne, Nope and Brian. Thank you to the board for this gesture.