

**Town of Tinnmouth
Select Board
Thursday, August 31, 2023
Special Meeting Minutes**

Members present (in-person): Kevin Eaton, Meadow Squier, and Judy Gilmore

Others present:

In-person: Eric Buffum-Road Commissioner and Gail Fallar-Select Board Assistant (SBA)

Via Zoom: Sherry Johnson, Kim Harbaugh, Pat Psholka, Rick Fallar

Meadow called the meeting to order at 7:00 pm and welcomed everyone.

Members reviewed the **agenda**, Gail advised that Hollis Squier asked to speak at the September 14th meeting.

Minutes of 8/10/23 were approved with correction that Judy had abstained, not voted no, regarding Sherry Johnson's appointment to the E & I Committee. Judy moved, Kevin 2nded, all voted in favor.

Public Works Update – Board reviewed and edited RFP for **painting the old town garage**. Meadow moved and Judy 2nded to approve as edited, all voted in favor.

Board reviewed request from Rick Smyrski – **Morton Buildings, Inc** – to sign -off on completion of the building. Board reviewed warranty information in the contract, asked Eric for input – he advised the building was too small. Meadow moved and Judy 2nded to approve Morton request, officially take possession of the new town garage. All voted in favor.

Highway ~

Road Commissioner – Eric reported spot grading was being done, shouldering (adding gravel to road side of paving) was now done by Fuller Paving. Road crew has been working on prepping sites for the generators for the town office and fire department. Stormwater work is being done on Upper Gulf Road. He advised that the warning light on the town garage septic holding tank was alerting the need to be pumped. Board discussed having the town office tank pumped as well, authorized Eric to find vendor to do both, by consensus.

Board discussed using the new (used) tractor and boom mower to cut vegetation around the town garage and transfer station to improve its appearance. Eric advised it was still at the dealers – waiting for filters, expects to have it in a couple of weeks, will take care of vegetation then.

Financial Reports – End of year reports are still pending.

Judy moved and Kevin 2nded to approve the following FY24 warrants. All voted in favor.

Payroll warrants #6 dated 8/14/23 for \$3,887.59; #7 dated 8/21/23 for \$2,481.05; #8 dated 8/28/23 for \$3,730.63.

Accounts Payable warrants #5 dated 8/14/23 for \$19,757.07; and #6 dated 8/24/23 for \$10,042.05.

Old Business ~

Board reviewed **ARPA list**: deleted many of the requests. Unallocated balance is around \$69,000. Board asked the Fire Department and the Old Creamery Committee to update their requests for SB meeting on September 14th. Will review and allocate more then. Board to get clean copy.

To-Do Follow Up List – Board reviewed, removed one or two, updated others. Some may be appropriate for the Municipal Technical Assistance program from RRPC – will discuss at the 9/14

meeting. Need to address notification and landowner's wood rights when trees are cut in the town's right of way. SB is waiting for Route 140 tree cutting grant paperwork, will work on RFP again on the 14th.

New Business ~

Recreation Committee - Board discussed briefly, would like to have them survey townspeople about what they want – MTA at RRPC may be able to help with a community assessment, also placed on the 9/14 agenda.

Committee Updates to the Select Board – Board discussed having an annual report, perhaps written from each committee – no decision.

Personnel Policy – Annual Personnel Review – Board discussed, need to think about process.

Road Commissioner – Elected or Appointed – Board discussed, SBA noted it had been considered by a past SB, more research is needed.

Meadow moved and Judy 2nded to appoint Gail Fallar as the Town's **Voting Delegate** to the VLCT's annual meeting, all voted in favor.

Member's Concern - Committee Appointments – Kevin expressed concern about the recent removal of an Equity and Inclusion committee member, noting committees should work out problems themselves – and only turn to the Select Board if an issue cannot be resolved. More discussion at 9/14 SB meeting – what do other town's do?

Meadow advised that the E & I Committee did not ask for Michael's removal, she did it as Chair.

Next Meeting Schedule ~ Next regular meeting will be September 14th. (Send updated ARPA list, To-Do list, and Equipment Replacement List)

Meeting adjourned at 9:01 pm.

Respectfully submitted,

Gail Fallar, Select Board Assistant