

**Town of Bridport
Selectboard Meeting Minutes
Monday, May 11, 2020
Masonic/ Community Hall 6pm**

Selectboard Present: Tim Howlett (Chair), David Bronson, Jessica Stocker, Bob Sunderland
Also Present: Katie King (Treasurer), Julie Howlett (Town Clerk), Dusty Huestis (Road Foreman), Vicki Major (Lister), Suzanne Buck (Lister), Eric Conroy (Lister)

Call to Order: The meeting was called to order by Chair, Tim Howlett at 6:00 pm

Public Comment: Jessica made suggestions given to her by Town residents. These suggestions included, listing the Game Warden phone number on the website and to allow side by sides to be driven on Town roads. No action was taken.

Secretary's Report: David made the motion to approve the Selectboard minutes from March 9th & 23rd and April 2nd, 13th & 22nd, 2020. Jessica seconded; motion passed.

Treasurer's Report: Jessica made the motion to approve \$113,721.52 in bills to be paid. Bob seconded; motion passed.

DPW Report:

DPW Operations: DPW has been busy hauling gravel and cleaning Barrows Park and Pine Hill Cemetery. They will begin grading on Mountain Road this week. The timeline on the grant from Regional Planning has been extended until October, this is the grant for Hemenway and Windy Valley Road. Bob made the motion to replace the culvert that Dusty said needs to be replaced. Jessica seconded; motion passed.

Garage Roof: The garage roof has half of the ridge cap finished.

New Truck: DPW has been working on the new truck. They took the tires off of the old truck and have ordered a plow frame and a toolbox. The radio and backup camera have been installed.

Culvert Report:

Rattlin Bridge Road Culvert: The paperwork has been submitted. Otter Creek Engineering has finished the topography survey and hydraulic study. They are talking with FEMA about the structure and the need to do boring for a core sample so they can design the footer. FEMA will do a site visit after the core sample.

Lake Street Culvert: We have applied for a grant and have not heard back yet.

Mountain Road Culvert: We need to request an extension.

Basin Harbor Road Culvert: The right of way stage is almost done. The closing has not happened yet.

New Business:

Accept the Resignation of Joan Huestis from the DPW Clerk, FEMA & EMD Positions: Bob made the motion to accept the resignation of Joan Huestis. Jessica seconded; motion passed.

Appoint FEMA Rep: Bob made the motion to appoint Jessica as the FEMA Representative. David seconded; 3-aye, Jessica abstained; motion passed.

Appoint Emergency Management Director: David made the motion to appoint Tim as the Emergency Management Director. Bob seconded; motion passed.

Appoint Judd Markowski to LFICD: Jessica made the motion to appoint Judd Markowski to the LFICID board. Bob seconded; motion passed.

Finance Letter to the State: David made the motion to send a letter to the House Appropriation Committee about Bridport's need for the Hold Harmless money this year. Bob seconded; motion passed.

New Business:

Office-Sub Committee: The Office sub-committee gave a report on their recommendations for the reopening of the office. The Board read through a draft of the policy and procedure for reopening the office. Jessica will make some changes to it then we will post it on the website and Facebook.

Job Descriptions/Contracts: This was tabled until the next Selectboard meeting.

April 27, 2020 Truck and Tax Anticipation Loans: David made the motion that the Selectboard confirms and ratifies the April 27, 2020 Truck Loan for \$45,000 and Tax Anticipation Loan for \$189,301 from the National Bank of Middlebury to the Town which Loans were authorized at the April 13, 2020 Selectboard Meeting. Jessica seconded; motion passed.

Accept the Resignation of JoAnne Kenyon from the Planning Commission: Jessica made the motion to accept the resignation of JoAnne Kenyon from the Planning Commission. Bob seconded; motion passed.

NEMRC Cloud Service Agreement: Jessica made the motion to have Benton Mitchell continue what he is doing and not sign a contract with NEMRC at this time, pending additional information we will revisit this option at a later date and the Treasurer will look into the new pilot program for Axiomatic. Bob seconded; motion passed.

Executive Session: No Executive Session

Adjourn: Bob made the motion to adjourn; Jessica seconded. Meeting Adjourned at 9:13 pm

Respectfully Submitted,

Julie Howlett