

**APPROVED MINUTES  
SELECTBOARD MEETING SEPTEMBER 5, 2023  
TOWN OF BENSON, VT**

**Selectboard Present:**

Linda Peltier (Chair), Brad Barrett, Tom Bartholomew, Guy Charlton, Jerod Glover

**Others Present:**

Heidi Chandler (Town Clerk/Treasurer), Norma Phillips (Acting Secretary), Barbara Burlett (Delinquent Tax Collector)

**Public Present:**

Steve Murray, Rebeckah St. Peter, Yavonne and Elwin Smead, Lois Trenn, Jack Helm

**Call to Order:**

Chair Linda Peltier called the meeting to order at 6 pm.

**Approve Agenda:**

The agenda was approved with a motion by Tom Bartholomew and seconded by Jerod Glover.

**Executive Session:**

- At 6:10 pm, Jerod Glover made a motion to go into Executive Session to conduct Transfer Station interviews. Motion seconded by Tom Bartholomew and so voted.
- At 7:03 pm, Tom Bartholomew made a motion to leave Executive Session. Motion seconded by Jerod Glover and so voted.
- No action taken.

**Public Comment:**

- Rebeckah St. Peter requested the following corrections be made to the August 21<sup>st</sup>, 2023, Selectboard meeting minutes:
  - The spelling of her name be corrected to Rebeckah.
  - Rebeckah's voiced concerns, which she had not asked to discuss with the Selectboard, should read 'regarding an employee of the Town.'
- Yavonne Smead asked the Town to address what she perceived to be a disconnect re: taxes. Copies of a letter from Yavonne regarding this matter will be made available.
- Lois Trenn requested to be on the agenda for the next Selectboard meeting regarding reappraisal. Copies of correspondence regarding this matter will be made available.

**Approve Selectboard Minutes August 21<sup>st</sup>, 2023:**

Jerod Glover made a motion to approve the August 21<sup>st</sup>, 2023, Selectboard Meeting Minutes as amended. Motion seconded by Tom Bartholomew and so voted.

**Board of Liquor Control:**

At 7:14 pm, Guy Charlton made a motion to recess the Selectboard meeting and re-open as the Board of Liquor Control. Motion seconded by Jerod Glover and so voted.

- Guy Charlton made a motion to approve a 2<sup>nd</sup> Class Alcohol License for G&L (Lemon Fair). Motion seconded by Tom Bartholomew and so voted.
- Tom Bartholomew made a motion to approve a Tobacco License for G&L (Lemon Fair). Motion seconded by Jerod Glover and so voted.
- Discussed a catering request from Third Place for an event that has already occurred.
- Guy Charlton made a motion to authorize the Town Clerk to approve catering license requests. Motion seconded by Tom Bartholomew and so voted.

At 7:23 pm, Guy Charlton made a motion to adjourn the Board of Liquor Control and reconvene as the Selectboard. Motion seconded by Tom Bartholomew and so voted.

#### **Jack Helm – Transfer Station Standard Operating Procedures:**

- Jack Helm requested the current Transfer Station Operating Procedures be changed to allow for an exchange center (a covered structure in the compost area) where items can be left for a designated amount of time before they are put in a dumpster. Jack can provide needed materials to build the structure.
- Some options discussed:
  - no items should be left outside dumpsters and residents be encouraged to find other places to leave such items,
  - allow spaces at the Transfer Station where volunteers can oversee such items,
  - creating a plan with SWAC.
- The Selectboard agreed to make no further changes to the Current Operating Procedures.

#### **Pay Bills:**

- Guy Charlton made a motion to pay the Payroll Bills in the amount of \$4,922.16. Motion seconded by Jerod Glover and so voted.
- Guy Charlton made a motion to pay the Highway Bills in the amount of \$4,878.00. Motion seconded by Jerod Glover and so voted with Brad Barrett abstaining.
- Guy Charlton made a motion to pay the General Bills in the amount of \$40,070.16. Motion seconded by Jerod Glover and so voted.

#### **Highway:**

##### Road Foreman Report

- Guy Charlton made a motion for Linda Peltier to sign the salt contract with Cargill at \$86.50/ton. Motion seconded by Jerod Glover and so voted.
- The roadside mower is back together.
- Waiting for brakes ordered for the pickup.
- The first half of winter sand has been delivered and covered.
- Grader maintenance done need cutting bits installed
- Mack Truck is still down.

#### **Transfer Station:**

- Guy Charlton reported that the Transfer Station dumpster went out on Thursday.
- A bear had rolled the 5-gallon compost pail across the yard; pail did not open.

### **Town Clerk/Treasurer Report:**

- Brad Barrett will respond to calls made to the Town Clerk from Ron Fredette.

### **Delinquent Tax Sale:**

Guy Charlton made a motion to take the **Delinquent Tax Sale** out of order. Motion seconded by Brad Barrett and so voted.

- Barbara Burlett provided an email from Attorney James Barlow explaining how he will provide delinquent tax services to the Town.
- Jerod Glover made a motion to continue using Attorney Barlow's services in handling the Town's delinquent tax sales, with the Chair's signature. Motion seconded by Brad Barrett and so voted.

### **Old Business:**

#### Garage Update

Tom Bartholomew reported meeting with Gary Freeguard at the garage. Some items discussed:

- Raising the floor elevation by 1 foot.
- Moving the office door to the North Wall.
- Make a level surface with 2-foot wall above the slab.
- Still talking 72 feet by 52 feet.
- Run coil from the foundation drain to the ditch, done by Town.
- Have drainpipe put in just before construction; have it stop before it gets to the road.
- If Town does demolition, that's all we do, no site work, gravel, etc. Cost estimate for Gary to do: \$25,000.
- The Town previously used a certified concrete disposal company located in Castleton.
- Gary suggests using the Whiting Town Clerk to help with permits.
- By mid-November, Gary will provide cost estimates and by the end of the year, a rough draft plan with final agreement, by the end of the year.
- Gary Freeguard will be responsible for electricity.

Tom Bartholomew made a motion for the Benson Selectboard to show their commitment to work with Gary Freeguard in executing a design build agreement. Motion seconded by Jerod Glover and voted unanimously.

Tom Bartholomew will talk to Whiting Town Clerk, contact the Bank regarding the loan for this project, and draw up a site plan.

#### Amendment to Procurement Policy – Sign New Amendment

The Selectboard agreed to sign the previously agreed-to amendment that the Professional Service Section of the Procurement Policy shall include Design Build Construction Services.

#### Fredette Land

Brad Barrett will contact Ron Fredette re: this matter.

### **New Business:**

#### State of Vermont Grant Agreement

- The Town has received approval from the State for a FY24 paving grant.
- Guy Charlton made a motion for this FY24 grant to be used to finish a section of South Stage Road. Motion seconded by Tom Bartholomew and so voted with Brad Barrett abstaining.

- Paperwork for a 2<sup>nd</sup> approved grant to be used on Root Pond Road was not available.

#### Municipal Technical Assistance Program

- Linda Peltier recommended pursuing this Assistance Program grant to repair the slab next to the Town Office and build an open pavilion there; and, at the same time, to push back the lawn to allow for additional parking.
- Linda will notify the grant providers by the end of this month that Selectboard will be applying for this grant.

#### Highway Dept FCC License Renewal

After some discussion, Jerod Glover made a motion giving Tom Newmann approval to sign/handle the Highway Dept FCC License Renewal paperwork. Motion seconded by Guy Charlton and so voted.

#### **Correspondence:**

##### David Brown Email-Property Damage

Brad Barrett will send David Brown a copy of a previously mailed letter regarding this matter.

##### John Hill Email-CUD

Tabled.

#### **Executive Session:**

At 8:40 pm, Jerod Glover made a motion to go into Executive Session to discuss personnel. Motion seconded by Brad Barrett and so voted. Attending the Executive Session: Brad Barrett, Jerod Glover, Tom Bartholomew, and Linda Peltier.

At 9:15 pm, Jerod Glover made a motion to leave Executive Session. Motion seconded by Brad Barrett and so voted.

Action taken: Jerod Glover made a motion to offer the primary Transfer Station Attendant position to Greg Fontaine and the substitute position to Guy Charlton. Motion seconded by Tom Bartholomew and so voted unanimously.

#### **Adjournment:**

The meeting was adjourned at 9:14 pm with a motion by Brad Barrett.

Respectfully submitted,

Norma Phillips  
Acting Secretary

***Documents referenced in these minutes can be found at the Benson Town Office.***