

APPROVED MINUTES
SELECTBOARD MEETING
TOWN OF BENSON, VT
August 18th, 2025, 6:00pm

Selectboard Present:

Guy Charlton, Jim Pritchard, Daryl Burlett, Brad Barrett, Daric Brown

Others Present:

Carrie LaFond (Selectboard Assistant), Heidi Chandler (Town Clerk/Treasurer)

Public Present: Jon Dodd, Jack Helm, Nancy Elkington, Greg and Lisa Fontaine, Paul LaFond

Call to Order:

Brad Barrett (Chair) called the meeting to order at 6:01pm

Approve Agenda:

Motion to approve the agenda as amended was made by Brad Barrett second by Guy Charlton, motion passed unanimously.

Added To the Agenda:

Old Business- MERP Grant
Highway- Excess Weight Permit
Correspondence- Email Joan Gates
New Business- Standardize Payroll Time Sheets
Executive Session

Public Comment:

- Heidi Chandler/Town Clerk wanted it noted that the pre-buy for propane was \$3,096
- Jack Helm asked the Board for an executive session on personnel issues.

Motion by Guy Charlton, second by Jim Pritchard to add an executive session at the end of the meeting to hear Jack Helm's personnel issue, to include Jack Helm, motion passed unanimously.

Approve Selectboard Minutes:

- Motion to approve August 4th 2025, selectboard minutes as presented by Daryl Burlett, second by Jim Pritchard, motion passed unanimously.

Highway Department:

Road Foreman Report

- Working on Ditching on the east side of town
- Waiting on a few small parts for the new roadside mower
- Excavator has been repaired
- Mack truck is back and being loaned to the Town of Orwell, they had supplied the Town of Benson with four to five thousand dollars' worth of rock, so Benson is returning the favor.
- Question was asked when will Sunset Lake Road project will start? Answer: the exact date is unknown but most likely after the summer crowd has cleared out.

- Grading has been very difficult to get done with the lack of rain. When the ground is as dry as it is it does not fill in any potholes.
- Old roadside mower is up for Auction on Auctions International, all fees are paid by the bidder, and the Town is not obligated to accept any bids.

Transfer Station:

Scrap Metal Discussion -Tabled until September 2nd

Pay Bills:

Motion by Guy Charlton to pay Regular Payroll in the amount of \$5,337.52 second by Jim Pritchard, motion passed.

Motion by Guy Charlton to pay Highway Payroll in the amount of \$4,760.76 second by Jim Pritchard, motion passed, Brad Barrett abstained.

Motion by Guy Charlton to pay Regular Bills in the amount of \$44,575.95 second by Jim Pritchard, motion passed.

Treasurer Report:

- Treasurer provided Treasurer’s report, Selectboard will review and present questions if any at the next regular meeting

Town Clerk Report:

- Mike Doran is working on the roof repairs
- Town Clerk would like to close the Town Office on Friday the 22nd as the MERP Grant contractors will be in the building all day.
- The generator is supposed to be delivered on 8/19/25, the one that was delivered first was refused because the box was damaged.

Old Business:

- MERP Grant – The Contract with RRPC to handle the paperwork has been cancelled and the Town Clerk will handle all the paperwork for the grant.

New Business:

Time Sheets

- Daric Brown would like to see all the departments use the same payroll/timesheet form for continuity.
- Decision by consensus to have all the departments use the same formatted time sheet that the highway department uses.

Dog Ordinance/Animal Control Officer

- Discussion that even though the Town has a Dog Ordinance there is not a leash law
- Discussion the board is limited to action they can take without an Animal Control Officer
- Discussion on working with Fair Haven to get/share an Animal Control Officer
- Decision to post the position on the website and town posting locations

Motion by Daric Brown, second by Jim Pritchard for Daryl Burlett to proceed with looking for an Animal Control Officer, motion passed unanimously.

Outside Audit

- Daric Brown has been investigating the cost of an outside audit and has learned that the Town of Pittsford uses Sullivan Powers and Co, which costs approximately \$20,250 for one year.
- Discussion on the best way to have accounting support, no decision made at this time.

911 Coordinator

Motion by Daryl Burlett, second by Daric Brown to appoint Ed Peltier as the 911 Coordinator and Heidi Chandler as the Assistant Coordinator, motion passed unanimously.

Drug Enforcement Representative

Motion by Daryl Burlett, second by Daric Brown to have Heidi Chandler/Town Clerk to continue as the Drug Enforcement Representative until Carrie LaFond/Selectboard Assistant is certified, motion passed, Guy Charlton abstained.

Correspondence:

Email- Jo Anne Gates- Dog Complaint- Read into the record- Selectboard Assistant will let them know the Board is looking for an Animal Control Officer

Email -Ronda Jones Dog Complaint- Read into the record- Selectboard Assistant will let them know the Board is looking for an Animal Control Officer

Executive Session / Personnel Issues (added at meeting)

Motion by Brad Barrett to go into Executive Session 1. V.S.A. § 313 (a)(1) for the purpose of discussion of personnel issues for an issue that the Board has yet to determine if premature public knowledge would clearly place the state, municipality, other public body, or a person involved at a substantial disadvantage, second by Jim Pritchard, to include Jack Helm, motion passed unanimously.

In executive session at 7:05pm

Motion by Guy Charlton second by Jim Pritchard to exit executive session at 7:48 pm

Motion by Guy Charlton, second by Jim Pritchard to take no action on information supplied in executive session, motion passed unanimously.

Motion to adjourn by Daryl Burlett at 7:49pm

Respectfully submitted,
Carrie LaFond
Selectboard Assistant

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