

Selectboard Minutes  
January 7, 2025

Present: Jenn Jones, Chair  
Andy Artimovich  
Jon Morgan  
Paul Kleinmann  
Letty Bedard

At 6:00pm, Jones called the meeting to order.

The Board signed the payroll and accounts payable summary register.

Artimovich motioned, seconded by Bedard to accept the consent agenda which consisted of public minutes from December 31<sup>st</sup> non-public minutes of December 31<sup>st</sup>, and the following building permits:

- 24 Commercial Drive, LLC, 24 Commercial Dr, Electrical
- River Run Development, LLC, 6 Edgewater Dr, Electrical
- Michael & Julie Avant, 20 Bartlett Rd, Electrical
- Steckler Family Rev Trust, 154 Pickpocket Rd, Plumbing
- James & Heather Goodwin, 324 South Rd, Plan Examination

All were in favor. Motion carried.

Bedard motioned, seconded by Morgan, to appoint Ambrose Kizza from Deputy Treasurer to full Treasurer.

At 6:09 pm, Jones opened the meeting up to public comment.

Elizabeth Faria, South Road, stated she is submitting a 91: A to find out how many lawsuits have been brought against the town since former Town Administrator, Karen Clement, has been employed by the Town. She also asked about the salary for the incoming Town Administrator, what the Board was referring to as “Stryker,” and what the new Treasurer’s hours would be.

Jones closed public comment at 6:11pm.

At 6:12pm Artimovich motioned, seconded by Morgan to enter nonpublic, first session, for hiring and reputation (b & c) at the request of Elizabeth Faria. Artimovich – aye, Morgan - aye, Kleinman – aye, Bedard – aye, Jones – aye. Motion passed.

At 6:24pm, Morgan made a motion to come out of non-public, seconded by Artimovich. All were in favor, motion passed. The minutes were not sealed.

The Board announced that they have hired a new Town Administrator, Andria Hansen, she is due to start on January 1<sup>st</sup>.

The Board reviewed the encumbrance request from the Mary E. Bartlett Library/Janice Wiers. Wiers would like to encumber \$4,306, these monies will be used for employee wages while the library is short staffed. Morgan motioned, seconded by Artimovich, to approve encumbering \$4,306, all in favor, motion carried.

Wiers was also present to get approval for the purchase of a through wall fan for the library office as there is little circulation and employees are complaining of headaches, the estimated cost is \$420. Artimovich motioned to approve the \$420 wall

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fan, seconded by Morgan, all in favor, motion carried.

The Board was in receipt of an encumbrance request from the Conservation Commission/Rebecca Dunham. Dunham wishes to make this request next week.

The Board reviewed the known warrant articles. There will be a warrant article regarding closing the capital reserve fund that was set up for the purchase of the solar panels and to move the remaining money to the solar maintenance account. No monies are being appropriated; this warrant article does not need to go in front of the Budget Committee.

The Recreation Department will be submitting a warrant article regarding hiring a full-time, year-round assistant.

A warrant article regarding winter maintenance will also be submitted. This will create a winter buffer and help to lower the budget. The Board discussed their long- and short-term goals and if funds should be encumbered or raised and appropriated. Artimovich stated that funds were meant to be encumbered. The Board tabled this discussion for a later date.

The Board stated that the deadline for warrant articles to be submitted to the board is February 4<sup>th</sup>.

The first potential 2025 budget had an overall increase of 12-13%, the Board would like to propose some changes to have the overall increase be less than 10%.

Artimovich motioned, seconded by Morgan, to reopen the entire budget, all were in favor, motion carried.

The Board discussed the Executive Office budget, and three cuts were proposed. After some discussion, the board agreed to decrease the budget \$4,100. Morgan motioned, seconded by Artimovich to approve the Executive Office budget at \$20,905, all were in favor, motion carried.

The Town Administrator budget was discussed. Morgan motioned, seconded by Artimovich to approve the Town Administrator budget at \$121,942, all in favor, motion carried.

The Board discussed the Town Clerk budget, Town Clerk, Daphne Woss, was agreeable to the proposed changes. Morgan motioned, seconded by Artimovich to approve the \$93,839, Town Clerk budget, all in favor, motion carried.

The Board discussed the proposed changes to the Election budget. Morgan motioned, seconded by Artimovich to approve the Election budget at \$6,552, all were in favor, motion carried.

The Tax Collector's budget was discussed. Artimovich motioned, seconded by Morgan, to approve the Tax Collector's budget at \$94,938, all were in favor, motion carried.

The Information Systems budget was discussed. Morgan motioned, seconded by Artimovich to reduce the budget to \$84,225, all in favor, motion carried.

The Board discussed the Finance budget. Due to promoting the deputy treasurer to full treasurer this budget is increasing \$3,045. Kleinman motioned, seconded by Artimovich to approve the Finance budget at \$125,790, all in favor, motion carried.

The Board discussed the Budget Committee's budget. Morgan motioned, seconded by Artimovich to approve reducing the Budget Committee's budget to \$67, all in favor, motion carried.

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The Board discussed the Legal Budget. Artimovich motioned, seconded by Morgan to reduce the Legal Budget to \$34,002, all in favor, motion carried.

The Board discussed over \$11,000 in reductions to the Planning Board budget. Morgan motioned, seconded by Artimovich to reduce the Planning Board budget to \$114,707, all in favor, motion carried.

The Board discussed the Zoning Board of Adjustments budget and reducing the legal line. Morgan motioned, seconded by Artimovich to reduce the ZBA budget to \$404, all in favor, motion carried.

The Board discussed the Government Buildings budget. Over \$25,000 in proposed cuts were discussed. Morgan expressed concern that the actual expenditures for 2024 may not be accurate due to the lack of a Town Administrator. Kleinman motioned, seconded by Artimovich to approve the Government Buildings budget at \$82,302. Artimovich – aye, Morgan – nay, Kleinman – aye, Bedard – aye, Jones – aye. Motion passed 4-1.

The Board discussed reducing the Cemetery budget. Artimovich motioned, seconded by Morgan, to approve the \$13,740 Cemetery budget, all in favor, motion carried.

The Board discussed the Insurance budget. Artimovich motioned, seconded by Morgan to approve the \$162,616 Insurance budget, all in favor, motion carried.

The General Government budget was discussed, there are 4 proposed changes to reduce the budget \$12,110. Morgan expressed concern that the lines in this budget (and potentially others) were artificially reduced due to a lack of a Town Administrator. Artimovich motioned seconded by Bedard to approve the reduced General Government budget at \$110,826, all in favor, motion carried. Morgan stated that he voted yes on this budget due to the buffers in place.

The Board discussed the Police budget. When presented with the proposed cuts, Officer in Charge/Lieutenant Doty made further cuts to reduce the PD budget \$36,259. Artimovich motioned, seconded by Morgan to approve the Police budget at \$1,400,987, all in favor, motion carried.

The Board discussed the Fire budget, all proposed changes (\$41,220) were reviewed by Chief Bird and Katarina Tennant. Artimovich motioned, seconded by Morgan to approve the Fire budget at \$1,256,541, all were in favor, motion carried.

The Board discussed the Joint Loss budget. Morgan motioned, seconded by Artimovich to reduce the Joint Loss budget to \$2, all in favor, motion carried.

The Board discussed the Emergency Management budget. Artimovich motioned, seconded Kleinman to approve the Emergency Management budget at \$4,627, all were in favor, motion carried.

The Board discussed reducing the Mosquito Control budget, this budget is based on a contract price. Artimovich motioned, seconded by Morgan to reduce the Mosquito Control budget by \$1,000, all in favor, motion carried.

The Board discussed the 6 proposed reductions in the Highway budget. Morgan motioned, seconded by Artimovich to approve the Highway budget at \$812,637, all in favor, motion carried.

The Snow & Ice budget was discussed, over \$45,000 in cuts were proposed. Kleinman motioned, seconded by Artimovich, to reduce the Snow & Ice budget to \$96,784. Morgan abstained, all others in favor, motion carried.

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The Board discussed the Welfare/direct assistance budget, which is typically underspent. Artimovich motioned, seconded by Bedard to reduce the Welfare budget to \$3,000. Artimovich – aye, Morgan - nay, Kleinman – aye, Bedard – aye, Jones – aye. Motion passed 4-1. Morgan stated that he did think it was right to reduce direct assistance available to the public in need.

The Board discussed the Debt Services budget. The Board was agreeable to using Impact Fees to reduce the Fire bond account. Artimovich motioned, seconded by Morgan, to reduce the Debt Services budget to \$215,100, all were in favor, motion carried.

The new proposed budget is \$6,8266,043, an 8.37% overall increase from last year.

The Board is in receipt of an estimate to replace the windows at the Recreation Center. This project has been in the works for approximately 2 years, 17 windows will be replaced at a cost of \$46,165.12. Bedard motioned, seconded by Artimovich to pay a 33% deposit, (\$15,234) from the Rec's Capital Reserve fund. All in favor, motion carried.

The Board is in receipt of a new contract for Assessor, Jim Michaud. Artimovich motioned, seconded by Bedard, to sign the contract, all in favor, motion carried.

The Board was in receipt of several abatements for the Stone Creek neighborhood and 1 for a town owned property, these were recommended by the Assessor. Artimovich motioned, seconded by Morgan, to approve the Stone Creek neighborhood abatements, all in favor, motion carried.

Artimovich motioned, seconded by Morgan, to approve the abatement for the Town Property, all in favor, motion carried.

Artimovich motioned, seconded by Bedard, to sign the Intent to Cut for Map & Lot 217.048.000 and 217.052.000, all in favor, motion carried.

The Highway Department's Front-End Loader is in need of replacement, it is 22 years old and parts are no longer made for this machine. Robinson provided the Board with a quote for \$170,000 with a 3–5-year payment plan along with a \$20,000 rebate to salvage the old machine. The Board discussed the 3-quote policy and asked that Robinson provide the Board with 3 quotes, including one from the local Chappell Tractor Sales.

Artimovich stated that the Casella contract has been submitted to Town Counsel. Library Trustees meet tomorrow evening.

Morgan stated that Economic development will now be meeting quarterly, their next meeting will be in March.

Kleinman stated that the Conservation Commission closed on the Fuller easement, approximately \$9,000 under budget, Conservation meets tomorrow.

Bedard stated that the new budget communications committee she is working with may present to the Selectboard next week.

Jones stated that Budget Committee is meeting next week, the Municipal Complex Research Committee met today, they are hoping to have an engineering assessment for Town meeting 2026.

At 8:09pm Artimovich motioned, seconded by Morgan to enter nonpublic, second session, for legal (I). Artimovich – aye, Morgan - aye, Kleinman – aye, Bedard – aye, Jones – aye. Motion passed.

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At 8:22, Morgan made a motion to leave nonpublic session, seconded by Artimovich. All were in favor, and public meeting reconvened. Artimovich made a motion to seal the minutes, seconded by Morgan. Roll call vote: Artimovich -aye, Morgan – aye, Kleinman – aye, Bedard – aye, Jones -aye. Motion passes.

At 8:23, Artimovich made a motion to adjourn, seconded by Kleinman. All were in favor, motion passes, and meeting was adjourned.

Respectfully submitted,

Jillian Benedix