

Board of Trustees Meeting  
Tuesday, May 9, 2023  
7:00 PM – Village Depot Offices

DRAFT

ANNOUNCEMENT: The Village of North Bennington Trustees held its regular meeting for business on May 9, 2023, at 7:00 pm. This meeting was held by video and telephone conference only via Zoom. This is in accordance with H.681 (section 6.); addendum 01-20/Act 92

The Village Depot was open for in person meeting. Trustees Rogers, Creedy, Mullineaux and Lowary and Treasurer Buggee, attended the meeting in person.

Also in attendance via Zoom was Trustee Patterson and resident Alex Miller

Also in attendance at the Depot were Robert Nowak, Chris Damon, Kim Hall and Chief Ed Harrington.

Trustee Rogers opened the meeting at 7:00 PM.

Trustees Present: Tara Lowary, Scott Creedy, Matthew Patterson, Mary Rogers, Ray Mullineaux

A motion was made by Tara Lowary and seconded by Ray Mullineaux to approve the April 11, 2023 minutes. This was so voted by all Trustees present, Lowary, Patterson, Creedy, Rogers and Mullineaux.

A motion was made by Tara Lowary and seconded by Matthew Patterson, to approve the late April warrant and to pay the bills. This was so voted by all trustees.

A motion was made by Matt Patterson and seconded by Scott Creedy, to approve the May warrant and to pay the bills. This was so voted by all trustees.

A motion was made by Scott Creedy and seconded by Matthew Patterson to accept the April 2023 Payroll warrants. This was so voted.

### **Highway Department-**

Last month Norm described aspirations for working on Hall Street and Park Street. Noted below is the initial paragraph of the RFP's (Request for Proposals) for design work estimates. They are the same as were sent to the Board previously, but the dates are changed. Norm and Mary hope to send them by Monday May 15 with a return date of June 26.

The Village of North Bennington is requesting proposals for preliminary engineering services for a project on Hall Street, to construct drainage, elevations, feasibility of sidewalk on one side, Village vehicle turnaround, and street reconstruction on Hall Street in North Bennington. It is known that existing drainage runs under at least two private dwellings. We request the engineering firm evaluate alternatives for both the vehicle turnaround and sidewalk. The Village anticipates construction commencing in 2024 or 2025.

The Village of North Bennington (Village) is requesting proposals for engineering services for a project to construct drainage, elevations, road reconstruction, evaluation of potential hazard of failing wingwalls at creek crossing and potential mitigation of such hazard on Park Street in North Bennington.

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AOT Representative Mr. Goudreau, will be present to discuss Bridge #1 at the June 13<sup>th</sup> Trustees meeting. This will be a Public Hearing.

The condition of Prospect Street sidewalks was discussed. They are in need of immediate repair. The Trustees will meet with Superintendent Leblanc on 5/12/23 regarding this issue.

Updates on the Sewer, Water Line and Paving projects on Pleasant and Prospect Streets were discussed

**Fire Department News** – Chief Ed Harrington was present at this meeting. He discussed necessary fan replacement.

Fire School information was distributed by Chief Harrington. He discussed what these schools involve and how they operate. He also discussed the needs of the members of the department. Trustees requested a list of all volunteers, their positions and required training.

**Treasurer's Report** - Treasurer Buggee updated the Trustees on the Consolidated Communications and Fidium project. The Depot and Highway Garage are now on Fidium. E-enable is working to make the proper installations. More meetings are scheduled to finalize the proposed changes.

Budgets are being monitored closely as there are many large projects coming up.

**Planning Commission**- The Planning Commission requests appointment of a new member, Joseph MacBeth. Joe's bio was made available for perusal previously. A motion was made by Matthew Patterson, and seconded by Scott Creedy, to appoint Joseph MacBeth to the Planning Commission. This was so voted.

- Mary reviewed section b of State Statute 24 V.S.A. ss 4322 that appears to suggest that Matthew Patterson and Mary Rogers should be non-voting members of the Planning Commission. This was discussed and so agreed upon.

**DRB**- Matthew Patterson made a motion, seconded by Tara Lowary to appoint Chris Damon to the Planning Commission for a three-year term. This was so voted.

**New Business** – Prior to this meeting, Mary requested review of the Rules of Procedure. These were adopted last year and should be reviewed and re-adopted each year. Next year it should be in the first meeting, within 3 days of the annual meeting as Charter states, where Chair and Vice Chair are elected. This document is strongly suggested by VLCT and is edited from their template. Mary Rogers made a motion to re-adopt the Rules of Procedure, seconded by Tara Lowary and so voted.

A review of the Conflict-of-Interest Policy adopted a few years ago was discussed. After a brief review and discussion, the Conflict-of-Interest disclosure/certification form document was signed and completed. These signed affirmations will be held by the Clerk and annually renewed. A motion was made to reaffirm the Conflict-of-Interest Policy. This was seconded and so voted.

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### **Old Business –**

MERP – Municipal Energy Resilience Plan. This was explained by Trustee Rogers. A \$4,000 grant has been received. This grant will be used primarily as a management fee to provide expert advice on upcoming grants for building assessments and weatherization. Some funds will be used for public outreach and public meetings. Ms. Rogers will apply for two additional grants when the grant periods open but will need the retained expert to assist.

A motion was made at 8:25 by Tara Lowary and seconded by Scott Creedy, to move into an executive session to discuss personnel and contracts. This was so voted.

A motion was made at 8:45 by Ray Mullineaux and seconded by Matthew Patterson to move into regular open session. This was so voted.

A motion was made to adjust payroll as discussed previously, becoming effective 7/1/23

Scott Creedy made a motion at 8:55 PM to continue the meeting until Friday, May 12<sup>th</sup> at 7:30 AM for the purpose of discussing Prospect Street sidewalk repairs. This was seconded by Matt Patterson and so voted by all trustees present.

Lorine Elwell

Village Clerk

Village of North Bennington