

Selectboard Regular Meeting

Monday, November 17, 2022

6:00 P.M.

Chris Letourneau Meeting Room In-Person and/or Teleconference/Virtual

Approved: unapproved

Selectboard Present: Doug Bergstrom (Board Chair), Gary Wright (Vice-Chair), Carl Rosenquist, Carolyn Branagan (via Zoom)

Selectboard Absent:

Staff Present: Cheryl Letourneau, Administrator and Town Clerk (via Zoom)

Public Present:

1. **Call to Order:** D. Bergstrom called meeting to order at 6:06pm

2. **Chair Update:** none

3. **Selectboard Minutes and Warrants:**

4. **Public Comment** (For items not on the agenda)

5. **Correspondence:**

6. **Board Business:**

a. St. Albans Rec Program

D. Bergstrom says that the town has used their max budget of \$18,000 so the program has been turned off and Georgia residents no longer get the residential rate. At this time 103 families utilized the use of the Rec. programs. The board will be discussing what can be done at an upcoming budget meeting.

D. Bergstrom asked C. Branagan if there was ever a contract signed with St. Albans for the rec. program and she stated there was not.

b. Payroll:

The board is looking into switching payroll companies due to many errors in payroll. The board would like to use a company called Paychex for the future payroll. This is a time sensitive matter and needs to be handled

sooner than later. Currently this is the one quote that we have. C. Letourneau will gather two other quotes.
Motion to enter consider Paychex and send Paydata a written notice by C. Rosenquist, seconded by C. Branagan. All in favor.

c. Health Insurance:

Health insurance rates and carrier discussed, and it was agreed to keep the same carrier and continue with the same town offer as last year.
Motion made to keep the same carrier and offer as last year by C. Rosenquist, seconded by G. Wright. All in favor.

d. Treasurer:

D. Bergstrom reached out to A. Baker to get all cash on hand reports for The upcoming budget meetings. C. Branagan asked if A. Baker would be attending any of the budget meetings as it is very difficult to plan a budget if we don't have current financial information available.

e. Town report/reserve fund:

Gary would like to know are we limited on what the town can report in the town report by statute. He would like to make it as easy as possible for the town residents to read.

Doug would like to compare the town reports from 2020 to 2021 when the consolidation of line items occurred.

Gary would like to see all revenue, loans, payments, remaining balances of the loans, impact fees and all reserve account balances easily found in the town report.

The reserve fund for purchasing of equipment should be set up in a different manner. We should not purchase equipment until the reserve fund can fully pay for new purchases. As of right now we buy the equipment and then fund the reserve fund every year to pay for it. The town has a lease agreement for a new fire truck from the reserve fund for 2023.

f. Police coverage:

Discussion had on how to get more police coverage for the town. The board will be looking at different options and putting it as an article for public vote in March.

g. Sexual Harassment training:

C. Branagan would like to have sexual harassment training scheduled for this year. C. Letourneau will contact VLCT to see when training is available.

7. **Selectboard Sub Committee Reports:**

a. Town Administrator - C. Letourneau

b. Buildings - (G. Wright and C. Rosenquist) - facilities use and trails policies are still in the works.

- c. Budget & Finance - (G. Wright & D. Bergstrom)
- d. Personnel- (D. Bergstrom & C. Rosenquist) -
- e. Public Works/Grounds/Recreation - (D. Penney & C. Branagan)
- f. Committees at the direction of the chair-
- g. Cannabis updates - (C. Branagan & C. Rosenquist) -

Other:

Plan next meeting and agenda:

- a. Budget meeting November 21, 2022, 6-8 pm
- b. Monday, November 28, 2022, 4:30-6pm Budget Meeting, 6 pm Regular Meeting

Executive Session (if needed, pursuant to V.S.A. sec 313)

7:27 Motion to go into executive session for a personnel issue made by C. Rosenquist, seconded by G. Wright, all in favor.

8:18 Motion to come out of Executive Session made by C. Rosenquist, seconded G. Wrights, all in favor.

8:20 Motion by, C. Rosenquist, seconded by G. Wright to adjourn meeting.