

**Town of Fletcher – Select Board
Fletcher Town Clerk’s Office
Monday, September 16, 2019
Meeting Minutes**

Present

Members: Jon Bondy (Chair), Rich Bidwell, Matt Gillilan, Christine E. Nilsen, Jesse Wiens

Guests: Norman Rainville (Road Foreman), Rachael Scarpa (Secretary), Daren Sizen, Karrie Sweet (Town Clerk), Aimee Tinker (Assistant Town Clerk)

1) Call to Order

- a. Jon called the meeting to order at 7:01pm

2) Public Comment

- a. Daren Sizen inquired about the status of the Oustinoff Road extension. The Select Board confirmed that it is complete, and gave Daren copies of the map and signed agreement. Daren expressed concern about a bill he received from Bill Hannon. The Select Board asked that Daren contact Bill about how much time Bill spent researching for the town and to have Bill contact the Select Board with that information.

3) Facilities

- a. Flooring in town office: Karrie and Aimee reached out to the general contractor (GC) and GC is working to get the claim for the flooring adhesive. Karrie and Aimee also requested that the flooring in the bathroom get fixed.
- b. Office build in town garage: Select Board and Norman Rainville reviewed the sketch for the office in the town garage and discussed what is needed for the RFP including but not limited to:
 - i. Preferred start date: No later than 11/1/19
 - ii. Preferred completion date: No later than 12/1/19
 - iii. Town will provide materials
 - iv. Town will complete electrical work

*Jon will revise the office build sketch based on the feedback from today’s review.

- c. Air Conditioner: Rich believes there could now be a different issue than just low refrigerant. This will be added to next month’s agenda.

4) Communications

- a. Roads: Select Board and Norman discussed ways to make sure the road crew is communicating with the town. Going forward the road crew will check email first thing every morning they are scheduled to work. The Select Board also decided to get a cell phone for the road crew. The cell phone will be primarily used by Norman. When Norman is unavailable he will give the phone to an available member of the road crew. Aimee and Karrie will check into getting a Verizon or a Straight Talk phone plan for the road crew.* Jesse will draft wording for the website for each phone number and when to use it to reach the road crew*
- b. Town: Select Board discussed how to roll out communications to the town:
 - i. Select Board members will email Aimee the content they want posted, Aimee will post it to the website and send the website link to Rich to post on Social Media (Front Porch Forum and Facebook). Jesse and Aimee will meet to review the process for posting content on the website.*

5) Town Clerk Business

- a. Karrie and Aimee discussed with the Select Board how to best represent Grant receivables in the accounting report when the receivables cross fiscal years.
- b. In the 8/5/19 meeting minutes a resident offered to donate a piece of land to the town. Since then, neighboring property owners expressed interest in the property and the involvement from the Select Board is no longer needed.

6) Roads

- a. Stop signs for private roads: Select Board decided further discussion is not needed.
- b. Reclassification of School Road: Select Board discussed, and Matt will complete the form needed to start the request to reclassify School Road.*
- c. Latest projects: Guide railing repairs, grading, and patching asphalt.

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7) Broadband Update

- a. Jon gave a Broadband Committee update to the Select Board. The goal of the Broadband Committee is to show broadband options to the Select Board and town.
- b. Tim Nulty from Mansfield Community Fiber will be present at the 10/21/19 Select Board meeting to discuss the new cost estimate he has for Fletcher.
- c. An attorney will be present at the 10/21/19 Select Board meeting to weigh in on the town’s legal obligation if there was a loan agreement with Mansfield Fiber.

8) Sheriff’s Department

- a. The Select Board discussed where the town needs the Sheriff’s Department attention:
 - i. ATVs on Pond Road Saturday’s and Sundays
 - ii. ATVs on School Road on weekday evenings
 - iii. Cars not stopping for school buses
 - iv. ATVs on Ellsworth Road on evenings and weekends
 - v. ATVs on Fairfield Road weekday evenings
 - vi. Unregistered snowmobiles on trails in the winter
 - vii. Speeding 7am-8am on Rugg Road and Ellsworth Road during the weekdaysMatt will check speed limit signs on Rugg Road*

9) Annual Maintenance Tasks for Town Office

- a. The Select Board discussed annual maintenance tasks need for the Town Office:
 - i. Adding salt to the water softener
 - ii. Pressure washing the outside of the building
 - iii. Grade the drivewayRich will make a list of annual maintenance tasks*

10) Other Items

- a. The Select Board discussed making a list of road projects the town would ideally like to complete, but that may not be in the budget; consider selecting one project each year at town meeting.

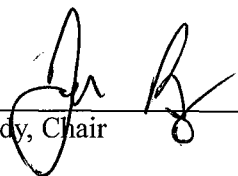
11) Adjournment

- a. Meeting adjourned at 9:33pm

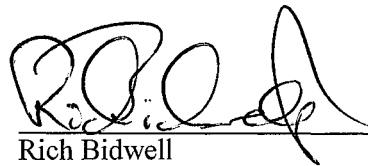
**Denotes action item*

Upcoming Meetings:

Select Board Meeting: October 7, 2019 at 7pm



Jon Bondy, Chair

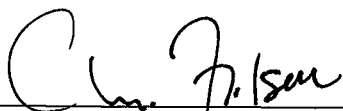


Rich Bidwell



Matt Gillilan

Jesse Wiens



Christine E. Nilsen