

**Town of Fletcher – Select Board Meeting**  
**Link: <https://tinyurl.com/fletchersbmeeting>** Password: 330460  
**Monday, May 3, 2021**  
**Meeting Minutes**

**Virtually Present**

**Members:** Jon Bondy (Chair), Rich Bidwell, Bruce Douglas, and Matt Gillilan.

**Guests:** Eva Gillilan, Phyllis Fletcher, Pam Jedlicka, Pat Saylor, Thomas Saylor, Karrie Sweet (Town Clerk), Tara Sweet, Aimee Tinker (Assistant Town Clerk), and Rachael Wilson (Secretary).

**1) Call to Order:**

- a. Jon Bondy called the meeting to order at 7:07pm.

**2) Select Board Meeting Format:**

- a. The Select Board is aware now that people have a very limited view over Zoom. Bruce figured out a way to fix it and is hoping it will be fixed in the next Select Board Meeting.

**3) Metcalf Pond:**

- a. Matt Gillilan said that the rocks in front of the beach area were moved and not put back last Fall, so the area is currently open. Norman was hoping for direction from the Select Board on what to do in the short term. There is 26' from the road center to the water. The “no parking” and “parking” signs were ordered. The Road Crew is going to clear out the parking area. Jon asked that Pond residents notify the Town Clerk’s office (with license plate numbers if possible) if people are not following the “no parking” signs.
- b. Bruce explained the storm water plan. One of the storm water areas scheduled to be addressed this year is the road near Metcalf Pond. The intent is to prevent erosion from causing sediment to run from the road into water bodies. The town sent in a grant application for fixing this area. Currently, there is nothing keeping sediment from the road to the pond. If there was a stone filter strip across the area and people drove on it, then it would not work, but a larger grass area might work better. Bruce thinks this could be an issue and wanted to bring it up with the Select Board before reaching out to the state. Bruce and Matt are going to research what the storm water requirements are from the state for the beach area.
- c. A resident expressed concerns about the impact a gate could have if there was a flood. Matt Gillilan doesn’t remember there being an issue when the telephone pole was there. Matt explained that there was a study done by the state a while back and they recommended the culvert be replaced with a 4’ by 10’ box culvert. If the town received a better roads grant for this, the culvert would be replaced, and this could alleviate flooding concerns. Matt is going to ask Alan and Bethany about the box culvert because the current grant application is for a 4’ round culvert.
- d. Jon invited attendees to speak. Pat looked at the rules online and saw that the state designated Metcalf Pond usage for car top boats only. Jon explained that the state emailed that it is not a designation. Pat believes the pond is sanctioned for motorboats to not go more than 5mph. Pat would like clarity on that because this might solve the issue. Jon pointed out that large boats must go slowly and within 200’ of shore, boats must stay under 5mph, but there are areas of the pond that are more than 200’ from the shore. Jon reminded everyone that the pond belongs to the state. Pat thinks the town shouldn’t make it easier to launch bigger and bigger boats. Rich understands what Pat said, but the Select Board can’t decide what boats are allowed on the pond. The Select Board is only looking at whether boats can be launched at the beach area or not.

**4) Board Business:**

- a. Payroll and Accounts Payable: Jon, Rich, Matt Gillilan and Bruce read and approve the payroll and accounts payable orders.
- b. The town received a quote for \$2600 to move the second heat pump at the Town Office. Rich verified that the amount was reasonable. Jon, Rich, Matt, and Bruce approve.
- c. Eva updated the Local Emergency Management Plan (LEMP). Jon provided corrections and asked Aimee to review the document. Aimee emailed comments to Eva. Eva confirmed that all the changes that she received were made and Eva will update again when the new principal is hired. Jon approves the LEMP knowing that Eva has made corrections. Jon gave Eva permission to digitally sign on his behalf. Rich and Bruce approve as well. Eva will email the updated version.

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- d. Fire Ordinance: The cost to print the fire ordinance in the newspaper was very high, so Rachael will summarize the ordinance and send it to the Select Board for approval.
- e. Werner Zoning: Morris would like to pursue a potential zoning violation. Rich, Jon, and Matt approve. Bruce recused himself.
- f. Broadband: NBRC (the entity issuing the broadband grant to the Town) is needing official authorization from the Select Board for Karrie and Aimee to sign documents on behalf of the Town. Aimee emailed a drafted letter to the Select Board. Jon, Matt, Bruce, Rich approve the letter Aimee drafted.
- g. Aimee received loan documents from VEDA. Aimee believes there are two outstanding items that Mansfield Community Fiber needs to complete for VEDA.
- h. Wright Road Bridge: Three contractors attended the bid meeting and only two bids were received from Blow and Cote, Inc., and Goodhue Excavation. Matt Gillilan recommends Blow and Cote, who came in at \$235,000, to complete the work. The Select Board agrees.
- i. Cannabis regulation informational meeting: Jon brought this meeting to the Select Board's attention in case anyone wanted to attend.
- j. Conflict of interest policy: The League sent information out about town's conflict of interest policies. Bruce is going to take the lead on researching if this is something Fletcher should adopt.

**5) Outstanding Agenda items:**

- a. Annual maintenance list status update:
  - i. Rich explained that we will be able to know if the town office heat pump is really fixed if it works all summer.
  - ii. Rich will talk to Aimee about the maintenance that is done on her generator annually. Bruce said he uses Brookfield Service twice a year for his generator maintenance.
  - iii. Jon mentioned other items that should be added to the annual maintenance list like: The Septic system, water systems, and filters. The town needs a document that lists annual maintenance tasks, the estimated costs, and the people who will complete the tasks. Jon asked Rich to send Aimee the information so she can create a document.
- b. Purchase order policy: Matt Gillilan was thinking of setting the limit to \$1500 or \$2000, anything higher would need a PO. Jon mentioned that there was an old PO policy and asked Matt to speak with Aimee to find and revise the old policy to reflect the new amount.
- c. Bid policy: The Select Board discussed the bid policy amount and settled on \$5,000.
- d. The reclassification of School Road discussion will be moved to the next meeting.
- e. The Select Board discussed the decision-making process for Metcalf Pond beach use. Jon mentioned that it is important for the Select Board to come to a decision.

**6) Additional Items:**

- a. Bruce expressed concern that there is a lot of references made to the women who work in the office as "the girls" and Bruce would love it if that could change. Jon asked Bruce to talk to the staff at the office to what their preference is. Bruce expressed concern that someone could listen to what is saying and could misinterpret the intent. Jon explained that the Select Board has a lot of respect for the town office employees and wants to know what needs to be done to make sure they feel respected. Additionally, what needs to be done to make sure from a public standpoint of someone listening in doesn't perceive disrespect. Jon asked to hear from Aimee and Karrie, the Select Board, and other attendees.
  - i. Aimee explained that she is not offended by being referred to as "the girls." Aimee said that if she did have a problem with it she would speak up.
  - ii. Rich wondered if the Road Crew shouldn't be referred to as "the guys" anymore.
  - iii. Rachael explained that the first time she heard Karrie and Aimee referred to as "the girls," it made her cringe. Rachael also explained that the meetings were in person at that time, so she could see everyone's reactions.

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- iv. Matt Gillilan explained that he doesn't have a problem with it if Aimee and Karrie are not offended.
- v. Jon said it is important that we treat people with respect, but not that we follow an arbitrary social convention. Jon explained that the Select Board has a lot of respect for Aimee and Karrie and is glad that Bruce brought it up.
- vi. Karrie appreciates the fact that Bruce brought it up and she explained that if it offended her, she would tell someone.

**7) Road Report:**

- a. Paving bids:

Company	Tonnage	Unit Price	Total
F.W. Whitcomb Construction Corp.	1,580.00	\$69.75	\$110,205.00
Pike Industries, Inc.	1,470.00	\$70.09	\$103,032.30
J. Hutchins, Inc.	1,500.00	\$76.00	\$114,000.00
S.D. Ireland Brothers Corporation	1,440.00	\$74.90	\$107,856.00

- i. Matt Gillian explained that the low bidders were close, but F.W Whitcomb was the lowest unit price and they estimated the highest amount of tonnage. The area to be paved is from Fairfield Road from where it was left off. Jon, Rich, and Bruce approve F.W. Whitcomb.
  - 1. Matt Gillilan wondered if crack filling comes out of the paving budget. Jon suggested Matt talk to Terry about his experience with crack filling.
- b. New truck has a motor issue. It is under warranty, but it is a burden. Hopefully Matt Gillilan will have more information on what the issue is soon. If it will be tied up for a while they can likely get a loaner. Matt doesn't think this is going to impact the Road Crew too much right now.

**8) Adjournment:** 9:20pm

**Upcoming Meetings:**

Select Board Meeting: May 17, 2021 at 7pm

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Jon Bondy, Chair

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Matt Gillilan

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Rich Bidwell

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Matthew Swartz

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Bruce Douglas