

Town of Fletcher Select Board Meeting
Fletcher Town Offices
Select Board Meeting Minutes
04/18/2022

Select Board: Jon Bondy, Rich Bidwell, Bruce Douglas, Matt Gillilan, and Matthew Swartz.

Attendees: Eva Gillilan, Pam Jedlicka, Kathy Jochim (Fairfax Rescue), Karrie Sweet (Town Clerk), Aimee Tinker (Assistant Town Clerk), Corey Vincelette, and Rachael Wilson (Secretary).

1. Call to Order: 7:13 pm
2. Fairfax Rescue:
 - a. Jon explained the invoice increase Fletcher received from Cambridge Rescue; because of the increase the Select Board is doing their due diligence to understand why they received a 4x increase. Jon shared that Nathan said Fairfax will likely increase their fee to Fletcher to \$30,000. Kathy clarified that she hasn't spoken to Nathan outside of rescue calls.
 - b. Jon asked if Fairfax Rescue could cover the town of Fletcher if it came to that. Kathy said her initial thought was that the 108 side of town is very far away from Fairfax, and she had concerns about timing. She did reach out to Bakersfield and asked if, hypothetically, they could cover calls on the far side of Fletcher and they said they can consider it if needed. In this instance Fletcher would contract with Fairfax and Fairfax would contract with Bakersfield.
 - c. Fairfax Rescue invoice: Jon asked why it was \$18,000 this year and \$16,000 next year. Kathy explained that Fairfax Rescue received a higher amount of calls last year and it is projected that call volume will be up next year as well. As a board, Fairfax Rescue discussed that they could scale back what they charge the towns. Matt Swartz asked if Fairfax town subsidizes Fairfax Rescue's equipment. Kathy said no, the town of Fairfax pays Fairfax rescue the way that Fletcher does. Kathy said Fairfax responded to 65 calls (3 of those were mutual aid on the Cambridge side). Matt Gillilan said he believes the total rescue calls last year in Fletcher was 82 (17 Cambridge, 65 Fairfax). Matt believes that number came from dispatch. Rich asked if it would be beneficial to ask Fairfax to put together a proposal for Fairfax Rescue to cover all of Fletcher. Jon thinks that would be a great idea. Jon asked for as much data as possible from Fairfax Rescue. Bruce researched some town reports so he could summarize what the cost range is for rescue services. Jon said it would be nice for each time rescue went out on a call, they could report on how much they charged, how many miles, what they were reimbursed, etc. Matt Swartz asked if they had a P&L that they could share, and Kathy said she can share that. She can go through the calls that they did in Fletcher and get as much data as possible without breaching HIPPA. Kathy said she thinks she could give mileage for each call and will check HIPAA laws before sharing. Jon said the Select Board does not want anyone's private information but would like an idea of the cost. Matt Swartz said that Cambridge brought up that the area

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they cover is more rugged and causes more wear and tear on their equipment than Fairfax. Bruce said that he likes Kathy's approach of first thinking about the response time to the 108 side of Fletcher, as that was a concern of the Select Board as well. Jon said he understands that the ideal situation is that an ambulance arrives with all the equipment needed. Is there a chance that if rescue personnel live in Fletcher and a call comes in, would that person respond before the ambulance? Kathy said that she does that in Fletcher. She said that they have a good amount of first responders now on staff. Rich and Matt Gillilan explained that they are still in negotiations with Cambridge but haven't received the data from Cambridge to back up their invoice. Kathy said she will try and get as much data as she can along with the proposal.

Kathy Jochim left the meeting

3. Road Report:

- a. Glen's first day was today. He is going to take his written CDL test soon. The class fee is \$4500, but Glen is looking into grants.
- b. Grants: Finalizing easements for the box culverts: 3 out of 4 people verbally agreed and Matt Gillilan has one more person to speak with. Pond Road Grant, distributed by the State through V-Trans, no longer has an end date of 7/1, so it can be completed anytime in the year. The application is submitted for the class 2 roadway grant for V-Trans for Buckhollow Road for paving; We should know in a few weeks if we get the grant. If we get this grant, it would cover the paving, we just put out to bid.

Karrie Sweet joined the meeting. Corey Vincellette left the meeting.

- c. Personnel Policy: Karrie had questions about the personnel policy. The Select Board discussed updating the personnel policy.
 - i. Do benefits start on the day of hire? Yes.
 - ii. The Select Board discussed the part of the policy that states that the town may request the employee to provide a doctor's note when they take sick time. The Select Board decided to keep it in the policy.
 - iii. Karrie would like to clean up the vacation time carryover policy to say that vacation time carries over on anniversary date. The Select Board agreed.
 - iv. Employees accrue 1 day of personal time per calendar year. The Select Board suggested that this happens on the employee's anniversary date.
 - v. Karrie asked if personal time can be used right away? The Select Board discussed and agreed that it can be used right away.

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- vi. The Select Board discussed Glen's CDL test and that he should be paid for that time.
 - vii. The Select Board would like to see vacation, sick and personal time accrue as of day 1.
 - viii. The Select Board would like Glen to sign it now and let him know it is likely going to change. Going forward, Karrie will that the Road Crew sign off that they reviewed the policy every year.
4. Outside Town Audits: Karrie spoke with someone in Montpelier who said that a town audit is not required as long as the elected auditors come in, but it is good practice. They explained that there are different levels of audits they could provide (light, full, etc.). Karrie asked the audit company for quotes.

Aimee joined the meeting

5. ARPA:
- a. Bruce explained that the standard allowance option for ARPA Funds requires the least amount of record keeping. Bruce moves to take the standard allowance option for the Town of Fletcher ARPA money. Matt Gillilan second. No discussion. The Select Board unanimously approved.
 - b. In the webinar Aimee attended, she asked if the town could use the money to pay off any loans or purchasing a truck or fixing roads. At first she was told no, but Katie Buckley said it is a maybe if it is reported and reflected in the budget. Rich thinks the Select Board should put a proposal together and have VLTC review it.
 - c. Bruce developed a survey to send to residents that asks for input on how the town should spend the ARPA money. He would like to edit the survey and send it out.
 - d. In the webinar, Aimee also asked if the funds could be given to the Historical Society. The answer was yes, and the town wouldn't be required to get receipts from the Historical Society, but it is suggested that the Historical Society provide a proposal with a budget to the Select Board. Bruce can bring this up at a Historical Society meeting this week.
 - e. In the webinar Aimee also asked about subsidizing Broadband drops for residents. Katie thought it had to be income based. Aimee can talk to another person at VLTC.

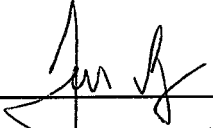
Karrie and Aimee left the meeting

6. Roads Continued:

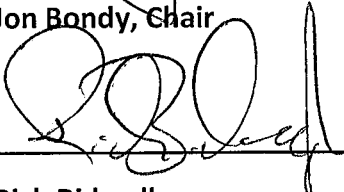
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- a. Roadside mowing: There are no bids at the Town Office to open tonight. There is one bid at the garage. Tim (Fairfax) said he would be more than happy to send one guy up for a week to do the roadside mowing in Fletcher. Matt Gillilan said that the town has spent \$5500 in the past on mowing. Tim said he isn't interested in payment right now and wants to do a barter. Matt Gillilan will meet with Tim in the next two weeks.
 - b. Metcalf Pond: Rope & posts can be installed soon. Bruce said he has some pictures of the gauge and water level. Someone has been reporting to the road crew about the pond level and currently, it is equal to what it was in November.
 - c. Speed limit ordinance: Matt Gillilan doesn't think there are many changes that need to be made outside of a few items to clean up. He will send it out to the Select Board.
 - d. Speed limit signs: Rich saw a post driver that takes one person to operate. Rich said the road crew told him it would take 3 people without a post driver. Matt Gillilan said he will look into it. Matt Gillilan found that the DOT makes standard street signs at a cheaper rate. Matt took inventory on what they have at the town garage.
 - e. The Select Board discussed warning a meeting for the Select Board to look at Sue's. Matt Gillilan had asked the civil engineer to take a look at it and if there is anything wrong with it or if it should be lowered (Matt did not share any background on the culvert before asking the civil engineer). The engineer said the town would be in trouble in a few years if they lowered it. The reason for this is because the ditch on the outlet side is expected to silt in to the level that it was in 2017 and if the silt were to become higher, then the culvert wouldn't flow. The Select Board will meet Saturday morning at 8am at the intersection of Spaulding Road and Fairfield Road. Matt will get ahold of Sue and Jon will ask Karrie and Aimee to warn the meeting.
 - f. Matt signed the reappointment letter for David Clark to be NWSWD's Board of Supervisors. The Select Board agrees.
7. Board Business:
- a. Jon mentioned that starting in May, he suggests the Select Board go back to in person meetings, unless someone requests a Zoom meeting. Bruce wanted to know what Eva and Pam think:
 - i. Pam doesn't have an objection.
 - ii. Eva prefers to always have a Zoom meeting.
 - b. The select board will discuss further.
8. Adjournment: 8:51 pm

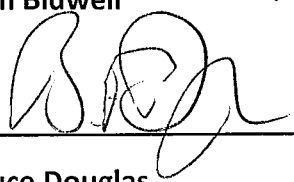
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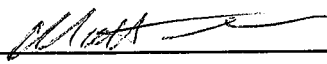
Jon Bondy, Chair



Rich Bidwell



Bruce Douglas



Matt Gillilan

Matt Swartz