

Town of Fletcher Selectboard  
May 15, 2023 Meeting Minutes

Attendees:

- Selectboard Members: Rich Bidwell, Jon Bondy, Matt Gillilan, Bruce (remote)
- Assistant Town Clerk: Aimee Tinker
- Guests: Mike Curtain Cambridge Rescue Squad (CRS Interim Chief) and Brenden Blair (CRS Board member and Fletcher Resident), Jennifer Getty (Fletcher Resident)

1. Meeting called to order at 7:00 pm
2. Cambridge Rescue Squad
  - a. Mike Curtain provided an update on Cambridge Rescue Squad (CRS). The billing and reporting were discussed. Based on the recent Annual Town Meeting vote, there is no longer a need to tie payments to reporting. The Town of Fletcher has paid CRS \$9,500 of the \$15,750 fee for Town's Fiscal Year (FY) 2023. CRS will invoice the Town of Fletcher for the \$6,250 balance, so it can be paid in FY2023. CRS will then bill one quarter of \$15,750 in every quarter of the Town's FY2024. The quarterly payments will be \$3,937.50 The conclusion is that CRS should bill the Town every quarter, and provide an annual report for inclusion in Fletcher's annual report.
  - b. Jon asked Mike about reports of spotty radio coverage in the eastern half of Fletcher. Mike stated that he has only been chief for two weeks. Bruce has reached out to the Sheriff Offices in both Franklin County and Lamoille County. Both are installing new towers. Franklin County is installing a new tower on Georgia Mountain and Lamoille County is installing a new tower on Wycoff property in Cambridge. Mike stated that he is aware that Lamoille County is putting a higher antenna in Cambridge. Mike stated that it is a complicated landscape with a bunch of players. Jon offered the Selectboard's help asked Mike to let us know about radio coverage issues.
  - c. Mike asked how we communicate with residents, because CRS is about to have a Vermont Emergency First Responder (VEFR) course and would like to publicize that opportunity with Fletcher residents. Fletcher Folk Facebook page, Cambridge Front Porch Forum were suggested.
3. Personnel Policy and Job Descriptions
  - a. Matt Swartz had emailed Jon that he could not be here this evening due to an out-of-town scheduling conflict. It was pointed out that we have only two meetings left in the FY to revise the personnel policy and develop job descriptions for the road crew. Therefore, Jon will take the lead on Personnel policy, and Bruce will take the lead on the job descriptions. Bruce will sit down with Glen using a template from another town. There was discussion of how to develop a personnel policy that applies to road crew and those working in the Town Offices. It was suggested that we could do one or two personnel policies. Bruce & Jon will try to have drafts ready prior to the next select board meeting
4. Town Administrative Assistant to the Selectboard
  - a. Jon had an initial conversation with Karrie Sweet that the Selectboard was thinking about having Aimee working an additional 8 hours a week as an

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Administrative Assistant to the Selectboard. There was discussion of this issue. Bruce will reach out to VLCT and pull together a draft job description for an Administrative Assistant to the Selectboard

5. American Rescue Plan Act (ARPA) "Resource Meeting and Discussion with State Agencies"
  - a. Jon and Aimee went to this meeting in Richford this morning. Jon reported that there were about 12 in the front and 40 other people, including senators and reps, but only 3 municipal officials, including Jon & Aimee. During the question-and-answer period Jon stood up and asked questions about why it takes so long to get Federal Emergency Management Agency (FEMA) reimbursement and how the Federal Communications Commission (FCC) is making Fletcher ineligible for broadband grants in areas where the FCC has provided funding to a private company (Consolidated Communications).
  - b. After the presentations, Jon and Aimee had productive discussions with a representative of FEMA, Christine Hallquist, and Kathy Lavoie.
  - c. The FEMA official provided insights on how to request funding that will minimize delays in payments.
  - d. Christine Hallquist is The Executive Director of Vermont Community Broadband Board. She offered to help provide guidance to Fletcher on how we can get the entire Fletcher broadband project completed.
  - e. Kathy Lavoie, from Northwest Regional Planning Commission (NBRC) had some productive conversations regarding NRBC about the Fletcher broadband funding situation as a consequence of the comments Jon made.
6. Emergency Management Grant - Matt Bouchard has set up new computer. Jon is asking Karrie status of phone – has not heard about radios. Karrie and Aimee will reach out to Eva Gillian regarding Emergency grant equipment.
7. Radio Communications – As noted in CRS discussion above Bruce has heard from Lamoille County Sheriff Dept and will follow up regarding radio coverage as he learns more.
8. Road Report
  - a. Road side Mowing: Matt said that he is getting a bid from person who did it from last year. Ideally, we would like get road sides mowed and brush cut by fourth of July.
  - b. Speed limit signs – School Road speeding was discussed. Matt reported that Glen has a quote for \$4,000 for one that has Too Fast warning. School is almost out for the school year. Therefore, we need to get this done over the summer. A cost of \$2,500 will cover a lesser version of a radar sign, with speed only.
  - c. Cambridge road crack sealing. Matt reported that Glen has reached out to two companies for sealing all of Fairfax Road and a couple of miles of Cambridge Road
  - d. Cambridge Road speed limit is 40 mph in Cambridge, 50 mph from the Cambridge Town line to the Hall farm and 40 mph from the Hall Farm towards Fletcher village. Fairfield Road is 50 mph beginning west of Fletcher village to the


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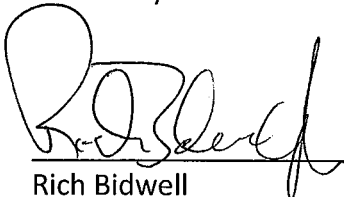
Fairfield line. Three options for Cambridge Road speed limit between Cambridge and Hall farm were considered:

- i. Keep speed limit at 50 mph
  - ii. Drop speed limit down to 40
  - iii. Do a traffic study, and base speed limit on an objective study
  - iv. Matt will reach out to John Wilkin Acting Regional VTrans Director see what it cost to do a traffic study
- e. Matt pointed out the need to write down the Town's Class 4 Road culvert policy. No action taken.
- f. Aimee Tinker asked the Selectboard how the Town should go about selling 2003 dump truck. The following options were discussed:
- i. Online Government Surplus Auction (Municibid)
  - ii. Newspapers
    1. St Albans Messenger before noon on Thursday
    2. News & Citizen - Aimee will reach out to them
  - iii. Aimee can also put up a page on the website – we should retain right to refuse bids
- g. Matt Decision on bids for next meeting – 7pm guardrail and paving RFPs
- h. Marshall Road discontinuance - Bruce will reach out to NRPC regarding parcel map ownership data for this road Right of Way and report back to the selectboard
- i. We have not heard any news on the Enosburgh truck bids that were opened tonight.
- i. Matt is still expecting new truck in the next few months.
- j. Matt has reached out to Tyler Billingsly, the Town's consulting engineer, regarding the Kinsley Road box culvert and was informed that work on that is expected to begin in the next few months.
9. Metcalf Pond water level issue
- a. Bruce measured water level at 13 1/2 inches on Thursday the 11<sup>th</sup>.
  - b. Rich will ask Sybil if pond level is currently acceptable
  - c. Kim Warner is planning to come to next Selectboard meeting on how to get her boat into the water at Metcalf Pond.
10. ARPA School Parking lot –
- a. Tara called Jon asking about whether ARPA money is available for expanding the school parking lot. Jon will reach out to Tara and tell her that the Selectboard needs to wait until know what additional funding may be required for the Broadband project. At this time the Selectboard cannot make any commitment on whether the School Board will get a portion of the Town's ARPA money, but if they do, the School Board will need to put the project out to bid.
11. Town Office building Rich reported that he is compiling a list of annual maintenance events. The following update was provided:
- a. Exterior of the Town office was discussed;

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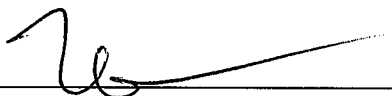
- i. Matt volunteered to go to the Road Crew and ask if they can use a pressure washer on Town Office.
  - ii. Shad Minor and crew did maintenance on outside of the building – aluminum siding trim was blowing off. It has been reattached.
  - b. Boiler Mechanical Room was discussed, and Rich reported the following:
    - i. Longevity of wall hung boiler is typically a 10-year life expectancy. We are getting near that. The model that we have has been discontinued. No action needed at this time.
    - ii. Rich also said that he would look into getting the air exchanger working
    - iii. No issues with heat in this past winter
12. Meeting Adjourned at approximately 8:30 pm

  
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Jon Bondy

  
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Rich Bidwell

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Bruce Douglas

  
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Matt Gillilan

  
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Matt Swartz