

**Town of Ira**  
**Special Select Board Meeting Minutes**  
**Date: May 19, 2020**

Present: Bob Toppin, Nathan Hewitt, Jeff Barden  
 Were called to answer questions: Karen Davis, Debbie Perry

Meeting called to order at 6:10

Pledge of Allegiance

Review and approve agenda: Jeff made a motion to approve the agenda, Bob 2<sup>nd</sup> passed unanimously.

Signed 5-19-20 warrant for bills

Review Minutes: Jeff made a motion to approve the minutes from April 21, 2020, Bob 2<sup>nd</sup> passed unanimously

Recording: Nathan Hewitt

**Business and Administrative**

TOPIC	DISCUSSION	RESOLUTION
<b>Select Board</b>	Recommendation for Town Health Officer  Lawn Care Bids  Cleaning Town Office/Hall  Personnel Policy and job description  Town Garage/Salt Shed/Fire Department -update	Nathan made a motion to recommend Larry Taggart for Town Health Officer. Bob 2 <sup>nd</sup> passed unanimously.  Opened the two bids for lawn care: Martelle Services \$2,415 and DPH \$2400. Jeff made a motion to award the bid to DHP. Bob 2 <sup>nd</sup> passed unanimously.  In light of COVID-19 tabled until the next meeting.  Nathan made a motion to adopt the personnel policy drafted by Mary Mitiguy without the probationary period the VLCT added during its review on the recommendation of Tim Martin. Bob 2 <sup>nd</sup> passed unanimously.  Job description tabled until the next meeting.  Jeff is now looking into the engineering
<b>Highway Business</b>	Culvert on Birdseye Road  Ditch/driveway access at 315 Birdseye Road  Summer road work update  Update on highway equipment	Received a quote from Lanfear Tubing Installations. Bob and Nathan doing more research.  Bob will write a letter to the Steve Farman recommending him to fill out a permit to extend the culvert and gravel his yard.  Continuing grading and spreading stone  Loader is at Winmill Equipment for head gasket repair.
<b>Treasurer Report</b>	none	none
<b>Clerk Report</b>	Office guidelines for COVID-19	Sanitizing and precautions are being followed as directed by the VT Health Department and CDC.

<b>Lister Report</b>	Duties progressing on schedule	Signed the extension to lodge the grand list
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**Committees and Open Public Comments**

<b>TOPIC</b>	<b>DISCUSSION</b>	<b>RESOLUTION</b>
<b>Public Comments</b>		none
<b>Maintenance &amp; Repairs to Town Buildings</b>	Report of maintenance concerns from monthly inspections:  Furnace cleaning: Town Office- the door switch needs to be replaced -part ordered	Slate on the Town Hall roof- Jim Moore repair  Waiting for the part
<b>New or Other Business</b>		none
<b>Executive Session</b> (legal, personnel, real estate)	none	none
<b>Adjourn</b>	7:45 pm	Nathan made a motion to adjourn 7:45 pm, Bob 2 <sup>nd</sup> passed unanimously.
In my capacity as a member of the Ira Select Board, I certify that the above is a true and accurate copy of the approval minutes of the board meeting held on May 19, 2020		