

Town of Readsboro  
Board of Selectmen Regular Meeting  
The Readsboro Town Office  
April 1, 2020

Present: Karen Boisvert.

Present via Zoom: Raymond Eilers, Joseph Berard, David Marchegiani, Amber Holland, Jeremy Green, Larry Hopkins, Franco Rossi

**Call to Order:**

Meeting called to order at 6:32 p.m.

**Agenda Additions/ Deletions Approval of Agenda:**

Raymond made a motion to accept the agenda as written, Joseph second. So voted.

**Reading & Approval of Records:**

**Minutes of Previous Regular Meeting of 3/18/2020**

Raymond made a motion to accept the minutes of the previous Regular Meeting of 3/18/2020 as written, David second. So voted.

**Minutes from Annual Town Meeting of 3/2/2020**

Raymond made a motion to accept the minutes from the Annual Town Meeting of 3/2/2020, David second. So voted.

**Fiscal Matters:**

**Review of Budget Status Report:** Amber stated that the school payment is not subtracted from the checking balance in the report. The board requested that Budget Summaries to be given weekly and Budget Status Reports only if requested.

**Selectboard Administrative Report:**

A) **Updates:** Karen stated that she had been working on retrieving phone numbers from the phone book to compare to the Grand List to create a Robo Call list. She also updated the board that Utility Bills would be going out on schedule on Monday 3/6/2020.

Raymond stated that the lock on the EBarn was being cut off and replaced with a town lock. He also stated that a revenue line was created for Broadband for the cell tower money.

**Old Business:**

A) **Updated Tax Maps- Discussion & Action:**

Larry Hopkins and Franco Rossie joined the teleconference to discuss with the board the maintenance agreement presented by CAI Technologies and the few corrections that need to take place.

Raymond made a motion to approve the Maintenance Agreement from CAI Technologies for maintenance of the tax maps for the yearly fee of \$800, Joseph second. So voted.

2<sup>nd</sup> Phase of the update will be held off until matter can be discussed at a regular in person meeting. Raymond gave Larry permission to speak directly to Franco Rossi concerning updates.

B) **Policy on Replacement of Driveway Culverts- Discussion & Action:**

After much discussion Raymond made a motion to have landowners be responsible for driveway culverts as stated on current access permit, David second. So voted.

**New Business & Communications:**

**A) Appointment of Town Officials- Discussion & Action:**

1. **Fire Warden (Adam Codogni)**
2. **Memorial Day Committee (American Legion Post # 29)**
3. **Zoning Administrator (Helyn Strom-Henriksen)**
4. **Pound Keeper/ Animal Control (Melanie Matte)**
5. **Health Officer (John Kelly)**
6. **Junk Ordinance Officer (John Kelly)**
7. **Emergency Management Coordinator (Andrew Massarri)**
8. **Flood Plain Management Coordinator (Vacant)**
9. **Tree Warden (Mike Boisvert)**
10. **Superintendent of Public Works (Jeremy Green)**
11. **Energy Coordinator (Vacant)**
12. **Sanitarian Coordinator (Richard Codogni)**
13. **Representative for the 911 Program (William Lequire)**
14. **Planning Board Members-**
  - Susan Bailey
  - Eunice Crowell
  - Inger Strom-Henriksen
  - Helyn Strom-Henriksen
  - James Dassatti
15. **Windham Solid Waste District Representative (James Damato)**
16. **Representative of the Windham Regional Planning Commission (Vacant)**
17. **Representative to the Library Super Board (Carol Marks)**
18. **Development and Review Board**
  1. Rhonda Smith
  2. Amber Holland
  3. Karen Boisvert
19. **Agent to Convey Real Estate (Eunice Crowell)**
20. **Broad Band Committee**
  1. Omar Smith
  2. Bruce Busa
  3. Karen Boisvert
  4. Raymond Eilers
21. **Road Commissioner (Selectboard)**
22. **Assistant Utility Clerk- (Amber Holland)**
23. **Representative to the Deerfield Valley Communication Union District (Omar Smith, Alternate- Raymond Eilers)**

**Raymond made a motion to appoint all Town Officials as listed with the exception of Junk Ordinance Officer, Health Officer and Planning Board member Helyn Strom-Henriksen until town receives legal advise on possible conflict of interest, David second. So voted.**

**B) DPW Report:**

DPW report was reviewed. Possible purchase of York Rake to be put on next agenda for discussion. Jeremy would like to start the 4, 10hour days on 4/6/2020.

**1. New Town Garage-Updates- Discussion & Action:**

Raymond would like to get together at ballfield to look at the sight now that the snow is gone to asses and have John Dupras at a future meeting. Board will meet with Jeremy on Friday 4/3/2020 at 7am.

**C) Switch to Summer Roads-Action:**

Raymond made a motion to switch from Winter roads to Summer Roads starting 4/5/2020, Joseph second. So voted.

**D) Transfer Station Hours for Summer/Spring- Discussion & Action:**

After much public feedback and discussion Raymond made a motion to change the Transfer Station hours to Wednesday 12-5pm and Sundays 10-5pm starting Sunday May 3,2020, David second. So voted.

**E) Designation of Signer for Essential AP- Action:**

David made a motion to appoint Raymond as designated signer for all AP and Payroll, Joseph second. So voted.

**Hearing of Visitors:**

None

**Executive Session if needed:**

**Fiscal Matters:**

**A) Signing of Selectboard orders/bills-**

Raymond will come sign AP, Payroll and CAI Contract tomorrow 4/2/2020

**Adjournment:**

David made a motion to adjourn at 7:48pm, Joseph second. So voted.

Respectfully Submitted,  
Karen Boisvert, Administrative Assistant  
April 7, 2020