

Town of Readsboro
Board of Selectmen Regular Meeting
The Readsboro Town Office
July 10, 2019

Selectboard Present: Raymond Eilers, David Marchegiani, Joseph Berard
Others present: Karen Boisvert, Jeremy Green, Larry Hopkins

Call to Order:

Meeting called to order at 6:30 p.m.

Agenda Additions/ Deletions Approval of Agenda:

Raymond made a motion to accept the agenda as written, David seconded. So voted.

Reading & Approval of Records:

Minutes of previous Regular Meeting of 7/3/19

Raymond made a motion to accept the minutes of the regular meeting of 7/3/19 as written, Joseph seconded. So voted.

Fiscal Matters:

A) Review Budget Status Report:

Discussion with Amber about the 2019 Appropriations to be included on the summary sheet.

B) Set Town Tax Rate, Accept Education Tax Rates:

Raymond made a motion to accept the Non-Homestead tax rate at \$1.4896, David seconded. So voted.

Raymond made a motion to accept the Homestead tax rate at \$ 1.1477, Joseph seconded. So voted.

Raymond made a motion to set the Municipal tax rate at .8585, Joseph seconded. So voted.

Raymond made a motion to set the Local tax rate at .0104, Joseph seconded. So voted.

Residential Tax rate for 2019-2020 will be 2.0166 this rate is - \$.08 from last year.

Non Residential rate for 2019-2020 will be 2.3585. This rate is + \$4.5 from last year

Selectboard Administrative Report:

A) Updates:

None

Old Business:

A) RFP for Engineering Consultant- Results- Discussion & Action:

The board received 3 proposals, they are as follows:

- 1) Otter Creek- \$12,500
- 2) SVE- \$7,500
- 3) Dubois & King- \$12,600

The matter was tabled to allow the board to review the scope of work included in each proposal.

B) Parcel Mapping- Discussion & Action:

Raymond suggested that the original contractor be contacted (CAI from Littleton N.H.) and asked to attend a meeting to speak with the board and discuss maintaining the parcel maps.

C) Land Purchase, 58 Canal Drive- Discussion & Action:

Tabled until the homeowner and bank can be contacted.

New Business & Communications:

A) Signing of Easement for Bridge 25- Discussion & Action:

After much discussion this matter is tabled. David will contact Eric Furs for some clarification.

B) DPW Report:

“The past two weeks we have still been cleaning ditches/culvert ends and have been continuing the grading of roads. We also reset and replaced some culverts. The crew cleaned up the town celebration areas for the holiday. The roadside mowing is ongoing, and the summer help has started. The crushing is going well and as of yesterday they’ve stockpiled approximately 7000 yards. I’ve called a few more blacktopping companies and have had no response from any of them, so it looks like we will have to set up for early next year. I contacted Crissy Haskins about the boring and possible solution to address the road sagging on Phelps Lane, she said that to

develop a solution it would cost approximately \$5,000 and provide us with a construction cost estimate. Truck #3 is back in action”

Raymond complemented the road crew on the appearance of the village in preparation of the 4th of July celebration and also the work being done up on Case Lane.

1) Town Road and Bridge Standards Form-Discussion & Action:

After much discussion Raymond made a motion to sign the Town Road and Bridge Standards Form, Joseph seconded it. So voted.

2) Paving Update

Jeremy stated that the DPW has had no luck in securing a paving contractor for this season and recommends planning for next spring, Raymond agreed that an RFP should go out this fall for next spring. The curbing on School Street is to be removed and filled with crushed gravel. There was discussion about not holding up the completion of the sidewalk project any longer for paving. It is the boards wish to hold a sidewalk meeting and to finish the project as soon as possible. The no parking painting is to be done by the highway crew.

3) Tunnel Street Culverts- Update

After much discussion Raymond would like figures on replacing the culvert.

4) Improvements to Town Trail One- Discussion & Action:

ATV group is planning on putting culverts in, fixing a few muddy spots and cutting a few trees.

Hearing of Visitors:

None

Executive Session if needed: 1 V.S.A. (3)

Raymond made a motion to enter into executive session at 7:52pm, Joseph seconded. So voted

David made a motion to exit executive session at 8:35pm, Raymond seconded. So voted.

David made motion to set raises as discussed retroactive to July 1, 2019, Raymond seconded it. So voted.

**Town of Readsboro
Summary of Wages**

DEPARTMENT	POSITION	NAME	FY19 RATE	FY20 RATE
DEPARTMENT OF PUBLIC WORKS		Position Currently Held By:		
Highway/DPW	SUPERINTENDENT	Norman Wilber	NW \$22.93.00/hr	\$23.50/hr
	SUPERINTENDANT	Jeremy Green	\$20.00/hr	\$20.50/hr
	DRIVER/OPERATOR	David Dix	\$17.00/hr	\$17.50/hr
	DRIVER/OPERATOR	Bruce Lescarbeau	\$16.75/hr	\$17.50/hr
Interdepartmental	DRIVER/OPERATOR	Tyler Filiault	\$17.00/hr	\$17.50/hr
Summer Help	LABORER	Hunter Boisvert	\$10.50/hr	\$11.50/hr
	LABORER	Aaron Cole		\$11.50/hr
Transfer Station	ATTENDANT	William Wheeler	\$14.15/hr	\$14.50/hr
	ASSISTANT ATTENDANT	Robert Matte	\$11.31/hr	\$12.00/hr
Water & Sewer	CHIEF OPERATOR	Mitchell Holland	\$20.66/hr	\$21.25/hr
Interdepartmental	OPERATOR – Assistant	Tyler Filiault	\$17.00/hr	\$17.50/hr
	OPERATOR - Weekend	Dylan Howes	\$100/weekend	\$110/weekend
SELECTBOARD APPOINTMENTS				
	ASSESSORS CLERK	Larry Hopkins	\$18.00/hr	\$18.50/hr
	Listers (was 3 staff up until 2013; then 1 Assessors Clerk)	See Pay Range for 3 staff		
(35hrs per year minimum)	IT STAFF PERSON	Amber Holland	\$15.41/hr	\$16.00/hr
	SELECTBOARD CLERK	Karen Boisvert		\$16.75/hr
DEPARTMENT	POSITION	NAME	FY19 RATE	FY20 RATE
	Administrative Assistant	Karen Boisvert	\$16.00/hr	\$16.75/hr
	UTILITY CLERK	Normajeane Marchegiani	\$11.91/hr	\$12.25/hr

	METER READER	\$250/month until electric sold		
	ASSISTANT UTILITY CLERK	Karen Boisvert	\$11.97/hr	\$12.25/hr
	ZONING ADMINISTRATOR	Helyn Strom-Henriksen	\$1,800/yr + mileage	\$1,850/yr + mileage
Miscellaneous	MILEAGE REIMBURSEMENT		.45/mile-.55/mile	.58/mile
APPOINTED	Appointed by Selectboard and Town Clerk: Assistant Town Clerk:	Normajeon Marchegiani, Karen Boisvert	\$11.46/hr	\$11.80/hr
	ASSISTANT TOWN TREASURER	Normajeon Marchegiani, Karen Boisvert	\$11.46/hr	\$11.80/hr
	BALLOT CLERK		\$10.50/hr	\$11.00/hr
APPOINTED	Appointed by Selectboard:			
	AGENT TO CONVEY REAL ESTATE	Eunice Crowell	\$15/trip+mileage	\$20/trip+mileage
	BOARD OF ABATEMENT	-	\$15/meeting	\$20/meeting
	BOARD OF ABATEMENT CLERK	-	\$15.41/hr	\$16.00/hr
	BOARD OF CIVIL AUTHORITY	-	\$15/meeting Site Visit Report: \$15	\$20/meeting Site Visit Report: \$20
Elected until 2016	DELINQUENT TAX COLLECTOR	Teddy Hopkins	TH 7% Appointed	TH 7% Appointed
	EMERGENCY MANAGEMENT DIRECTOR	Andrew Massarri		
	ENERGY COORDINATOR	Vacant		
	FENCE VIEWER	Eliminated		
	FENCE VIEWER	Eliminated		
	HEALTH OFFICER	John Kelly	JK \$300/yr+mileage	JK \$300/yr+mileage
	INSPECTOR OF COAL & LUMBER	Eliminated		
	JUNK ORDINANCE OFFICER	John Kelly	JK \$500/yr+mileage	JK \$500/yr+mileage
	MEMORIAL DAY COMMITTEE	American Legion Post #29		
	POUND KEEPER	Marcia Evans	\$600/yr+mileage	\$600/yr+mileage
	REP TO LIBRARY SUPERBOARD	Vacant		
	REP TO WINDHAM REGIONAL PLANNING COMMISSION	John Whitman		
	REP TO WINDHAM REGIONAL PLANNING COMMISSION	Vacant		
	REP TO WINDHAM SOLID WASTE DISTRICT	Jim Damato		
	ALTERNATE REP TO WINDHAM SOLID WASTE DISTRICT	Vacant		
	ROAD COMMISSIONER	Selectboard		
DEPARTMENT	POSITION	NAME	FY19 RATE	FY20 RATE
	SANITATION ENGINEER	Richard Codogni		
	TREE WARDEN	Michael Boisvert		
	911 COORDINATOR	Kenneth Lequier	\$150/yr	\$200/yr + mileage
ELECTED	GRAND JUROR	Vacant	\$15/trip+mileage	\$15/trip+mileage
	MODERATOR	Kenneth	\$50 (after 5 hrs or	\$50 (after 4 hrs,

		Lequier	\$10/hour)	\$11.00/hour)
	SELECTBOARD 3 members	Raymond Eilers; David Marchegiani; Joseph Berard	\$1,700/yr; \$10 hrly for Special approved mtg + mileage	\$2,500/yr; \$11.00 hrly for Special approved mtg + mileage
	TOWN CLERK	Amber Holland	\$290.00/wk	\$298.00/wk
	TOWN TREASURER	Amber Holland	\$290.00/wk	\$298.00/wk
	TOWN AGENT	Vacant	\$15/trip+mileage	\$15/trip+mileage
	SCHOOL DIRECTORS		\$80 regular monthly meeting,maximum 12. \$80 Super Board mtg, maximum 3. Not to exceed \$1200/yr	\$80 regular monthly meeting,maximum 12. \$80 Super Board mtg, maximum 3. Not to exceed \$1200/yr

Fiscal Matters:**A) Signing of Selectboard orders/bills-**

AP and payroll were reviewed and signed

Adjournment:

Joseph made a motion to adjourn at 8:55pm, Raymond seconded it. So voted.

Respectfully Submitted,
Karen Boisvert, Administrative Assistant
July 11, 2019