

**TOWN OF STAMFORD  
SELECTBOARD MEETING  
April 2, 2020  
(UNAPPROVED)**

Present: Selectboard: Nancy L. Bushika, Chair, Daniel J. Potvin, and Carol A. Fachini.  
Christopher Warren and Michael G. Denault were present by conference call.  
Visitors: Michael D. Brothers.  
Helen Fields and Pat Sullivan by conference call.  
David R. Tatro, Road Commissioner.  
William Levine, Emergency Management Director, by conference call.  
Lori Shepard, Selectboard Secretary.

Nancy Bushika called the meeting to order at 6:00 p.m., opened with the Pledge of Allegiance, welcomed everyone, and read a statement with procedural rules for the meeting. There were no changes to the order or additions to the agenda.

#### HEARING OF VISITORS

1. Pat Sullivan noted that the Green Up Day Committee has postponed Green Up Day to May 30, 2020 due to the corona virus precautions.
2. Pat Sullivan advised that the construction and installation of the benches will be taking place at the school in the next few weeks.
3. Helen Fields asked the Selectboard to consider sending a letter to the community explaining what the Community Building Group has been doing, the phone tree list that has been created and enclosing the Community Resource List. The letter encourages residents to start a garden and mentions what the Seed Savers Group can do to help. It also offers to help those in need with picking up groceries, medicine, or even yard work. If the Selectboard would be willing to pay \$150.00, which is half of the postage, the Seeds Savers Group will pay for the rest from funds received through an emergency grant. Nancy Bushika suggested the letter could be put on the town website. Dan Potvin felt many in town don't see the website and supported the idea of mailing a letter. Dan Potvin volunteered to help by picking up supplies and delivering to those in need. Anyone in need of groceries, supplies or help in any way should contact Lori Shepard at the town office at (802) 694-1361 or at (802) 694-1445 and she will forward all requests to the volunteers. Anyone who wishes to volunteer is encouraged to call also. Mike Denault offered to pay for half of the mailing cost and Theresa Denault is willing to fold, label and stamp the letters.

#### MINUTES

MOTION by Carol Fachini to accept the regular meeting minutes of March 5, 2020 as written. SECONDED by Dan Potvin. All in favor. Motion APPROVED.

#### SELECTBOARD ORDERS

The Selectboard reviewed and approved the following orders:

- WARRANT #11 \$ 9,247.55 payroll
- WARRANT #12 \$65,012.15 accounts payable
- WARRANT #13 \$ 7,360.93 payroll
- WARRANT #14 \$20,582.17 accounts payable

#### ROAD CONDITIONS

1. The roads are drying out. Dave Tatro hopes to start grading next week.
2. They are converting the trucks from winter to summer and will be starting their summer maintenance.
3. The highway crew is aware of the Governor's Stay Home, Stay Safe Order. The crew is working separately. They are not riding together in the trucks and are abiding by the 6' social distancing guidelines. The board supported this

and agreed that keeping the town roads safe and passable is essential work. Avoiding regular road maintenance could create a big emergency later.

4. Mike Denault received some phone calls about gravel roads being rough. Dave Tatro said he has been waiting for all the frost to come out of the roads so he can grade.

5. The town is required to file its planning report stating whether it has completed the road erosion inventory. Our road erosion inventory was completed in August 2019.

MOTION by Carol Fachini to approve and file the Municipal Roads General Permit Planning Report. SECONDED by Mike Denault. All in favor. Motion APPROVED.

#### RECYCLING

1. The transfer station remains open. The attendants are not punching cards and are practicing safe social distancing. People are asked to move along and not congregate at the transfer station.

2. The transfer station will begin summer hours on the last Wednesday in April and will be open from 3 p.m. to 6 p.m. on Wednesdays as well as Saturday mornings.

3. Helen Fields said the jura composter is beginning to smell. Since school has closed for the rest of the year, the board decided to cancel the composting bins. Dave Tatro will call TAM/Casella and ask them to pick up the containers.

4. Nancy Bushika asked about the bulletin board in front of the school. Helen Fields advised that they had some trouble with the plastic for the doors, but they are close to finishing them.

#### DOG LICENSING/RABIES CLINIC

The town's rabies clinic was cancelled due to the corona virus. Veterinarians are only handling emergencies and are not providing rabies vaccinations at this time. The board acknowledged that they cannot change the April 1st due date, but they could waive penalty fees in an effort to help our dog owners. Carol Fachini offered the veterinarian she uses for the rabies clinic. The board would like to reschedule the rabies clinic for mid/late May. The board will allow a grace period through May 31, 2020. Penalties for unlicensed dogs will be enforced beginning June 1, 2020. Luke McKay, the Dog Officer, will be notified.

#### TAX ANTICIPATION NOTE

The treasurer spoke with two banks and received proposals for a loan of \$300,000 which will be payable in full in November 2020. Berkshire Bank offered the loan at 1.25% interest and Adams Community Bank offered 1.75%. Last year's loan rate was 2.25% with Adams Community Bank

MOTION by Dan Potvin to borrow money in anticipation of taxes and approve the application for a loan of \$300,000 at the rate of 1.25% per annum interest with Berkshire Bank and a payoff due November 20, 2020. SECONDED by Carol Fachini. All in favor. Motion APPROVED.

#### AGREEMENT TO PLOW CLASS 4 ROAD

The attorney added some terms that allowed for more than just plowing the road in the winter. Dave Tatro does not agree with these sections. Dave Tatro will make some revisions for discussion at the next meeting.

#### CERTIFICATE OF HIGHWAY MILEAGE

A letter was sent to the Vermont Agency of Transportation mapping section after the last meeting explaining:

1. The 1.1 section of Schenk Road they have listed on the highway map as a legal trail is an error. In 1932 this section was discontinued by the Selectboard and there has been no action to alter this decision. The state will correct this error and mark the 1.1 section as discontinued.

2. The .66 mile of Schenk Road remains a Class 4 road as shown on the Agency of Transportation Certificate of Highway Mileage and map.

3. The town road section in front of the Lincoln (formerly Shippee/Miles) property that was discontinued this past summer was also removed from the totals.

MOTION by Dan Potvin to accept and sign the Certificate of Highway Mileage as revised. SECONDED by Mike Denault. All in favor. Motion APPROVED.

#### 2019 AUDIT

MOTION by Carol Fachini to use the Selectboard report from the 2019 Town Report for inclusion in the audit. SECONDED by Dan Potvin. All in favor. Motion APPROVED.

The highway department has a negative fund balance and the positive town fund balance is very small. Although towns usually have to raise the deficit in taxes, the auditors recommended we wait for now.

#### EMERGENCY MANAGEMENT

1. Bill Levine discussed the Continuity of Operations form. This creates a plan for the town to continue operating in the event of an emergency where several town employees are unable to work. Our town is so small and people wear so many different hats, it can be hard. The board, Dave Tatro and Bill Levine will look at the draft and consider what areas could be filled in. The board will discuss this topic at the next meeting.
2. Paul Ethier would like to streamline the town's emergency contacts. He would like to be able to contact Bill Levine, Lori Shepard and one Selectboard member. This Selectboard member would be responsible for conveying information to the rest of the board. Dan Potvin suggested Mike Denault as a good contact person. Mike Denault felt he can be hard to reach at times and suggested Nancy Bushika. It was decided that Nancy Bushika will be the point of contact. Helen Fields asked what the contingency plan would be if two or three members get sick and the board cannot reach a quorum. Nancy Bushika explained that members could call in from home to reach a quorum. If there were deaths, the remaining members would appoint replacements until the next election.
3. Dan Potvin informed Bill Levine that he brought in 15 masks for our emergency management and first responders.

#### CONSERVATION COMMISSION MEMBERSHIP

Jennifer Lovett asked that the board terminate her appointment on the Conservation Commission. The Selectboard automatically renews the terms of those serving when their term is up for renewal unless they receive a letter of resignation.

MOTION by Dan Potvin to acknowledge Jennifer Lovett's verbal request and revoke her appointment on the Conservation Commission. SECONDED by Carol Fachini. All in favor. Motion APPROVED.

For anyone interested in serving on the Conservation Commission, please contact a Selectboard member or the town clerk.

#### UNIFORM MUNICIPAL EXCESS WEIGHT PERMIT

MOTION by Nancy Bushika to approve the Uniform Municipal Excess Weight Permit applications from: Eilers Bros. Trucking & Excavating, Inc., ABC Supply Co., Inc., Camp Precast Concrete Products, Inc., and Amerigas/Synergy Gas. SECONDED by Dan Potvin. All in favor. Motion APPROVED.

The appropriate fees and insurance information were received from the applicants.

#### CERTIFICATION LETTERS

Dan Potvin asked the board to consider writing letters to highway employees and himself giving permission to pick up supplies and necessities for the town. If conditions due to the corona virus worsen, states may shut down their borders to protect their residents and these letters would be essential.

MOTION by Dan Potvin to write letters designating himself, Carol Fachini, Nancy Bushika, Mike Denault, Chris Warren, Dave Tatro, Mike Brothers and Allen Desautels to be able to travel and pick up supplies for the town. SECONDED by Carol Fachini. All in favor. Motion APPROVED.

#### SCHOOL USE REFUSAL

Dan Potvin and Mike Denault were not happy that the Selectboard could not use the gym to hold tonight's meeting and be able to spread out. The town clerk filled out a school use form which was denied by the superintendent.

The superintendent does not have the right to make that decision. The gym is a community room and school is not in session. Carol Fachini noted that the school is designated as the town emergency shelter. Nancy Bushika would like to discuss the matter with the School Board chair. Dan Potvin will contact the principal. Helen Fields suggested one or two board members attend the next School Board meeting. Nancy Bushika thought the special meeting in February to discuss the ownership of the building with the School Board went well. They were supposed to contact their attorney for his opinion.

#### MAPPING CONTRACT

Nancy Bushika produced the contract between the town and Cartographic Technologies, Inc. to provide mapping services for the town. The contract price was \$4,082.00 to produce and finalize the maps. There will be a yearly maintenance fee of \$1,000.00 to update the maps. A few changes will be addressed this spring but the majority of changes will be for the 2021 grand list, which will allow people a year to research and review their parcels.

#### BENNINGTON COUNTY SHERIFF

After the last meeting, Mike Denault emailed Sheriff Chad Schmidt to advise that the board did not want to cancel the contract. He did not receive a response but the sheriff has been seen patrolling in town.

#### EXECUTIVE SESSION

MOTION by Dan Potvin to find that premature public discussion of employee matters would place the town at a substantial disadvantage. SECONDED by Mike Denault. All in favor. Motion APPROVED.

MOTION by Dan Potvin to enter executive session to discuss employee matters pursuant to 1 V.S.A. § 313(a)(3). SECONDED by Mike Denault. All in favor. Motion APPROVED. The Selectboard entered executive session at 7:27 p.m. Dave Tatro, Mike Brothers and Lori Shepard were invited to participate.

MOTION by Nancy Bushika to exit executive session. SECONDED by Carol Fachini. All in favor. Motion APPROVED. The board exited executive session at 7:55 p.m. No action was taken.

MOTION by Mike Denault to adjourn. SECONDED by Carol Fachini. All in favor. Motion APPROVED. The meeting adjourned at 7:57 p.m.

Carol A. Fachini  
Clerk

CAF/las

#### REMINDERS

1. Anyone interested in serving on a high speed internet research committee should contact the town office or Chris Warren directly.
2. Anyone interested in serving on the Compost Committee should contact the town office or Helen Fields directly.
3. Anyone interested in serving on the Fire Department roster committee should contact the town office, a Selectboard member or Paul Dupuis.
4. Anyone interested in serving on the Conservation Commission, please contact a Selectboard member or the town clerk.
5. Please visit the town's new official website: [townofstamfordvermont.org](http://townofstamfordvermont.org).