

SELECTBOARD- TOWN OF BRADFORD  
Regular Selectboard Meeting  
Bradford Academy Building Room 26 and via Zoom Web Conferencing  
Meeting Minutes  
Thursday December 8, 2022, at 6:30p.m.

In Attendance:

**Board Members Present:** Daniel A. Perry III, Carole P. Taylor, Meroa S. Benjamin, Ryan Lockwood, Jennifer Whitney

**Others Present:** Sonya McLam, Ray Coffin, Marcey Carver, Pat Dwyer, Jean Carlan (via web), Donna Kidder Wing (via web)

Dan Perry, Chair, called the meeting to order at 6:30 p.m.

**Additions & Changes to the Agenda:**

Added purchase orders to the agenda and Ray Coffin will discuss cyber security under other business.

Dan Perry called the meeting to order at 6:31 p.m.

**Public Comment:**

A comment was read out loud written by Jennifer Grossi regarding racism in town.

Marcey Carver made the Selectboard aware that Two Rivers Ottawaquechee is not changing the discrepancies between their regional plan and the town plan. They will not be allowing principal retail on the western side of Route 5.

**Trustees of Public Funds:**

Meroa Benjamin made a motion to approve the Trustees of Public Funds investment policy as submitted.  
MOTION PASSED, UNANIMOUSLY.

In addition to funds, they manage- the town holds a lot of other funds for could be invested (capital funds). Earn more revenue, look at accounts and timing,  
February 16<sup>th</sup> meeting with trustees, treasurer and selectboard.

**Special Liquor License:**

Carole Taylor made a motion to approve for St. Johnsbury Distillery to hold an event at Farmway on December 10, 2022.  
MOTION PASSED, UNANIMOUSLY.

**WB Mason Contract:**

Ryan Lockwood made a motion to approve WB Masons contract for the town office copies and listers copies and authorized Dan Perry to sign.  
MOTION PASSED, UNANIMOUSLY.

**2023 Appropriation Requests:**

Ryan Lockwood made the motion to approve as a slate:  
Central VT Council on Aging- \$1,500  
Downstreet Housing & Community Development- \$1,500  
Little Rivers Health Care- \$1,500  
Central VT Adult Basic Education- \$1,500  
MOTION PASSED, UNANIMOUSLY

Meroa Benjamin would like to look at making a few changes to the appropriation request policy regarding the application requirements for the following year.

**Highway – Reserve Fund:**

Carole Taylor made a motion to move the vault money voted on March 1, 2022, of up to \$200,000 to the highway sidewalk reserve fund to pay the Fairbank Mills when project is completed in 2023.

MOTION PASSED, UNANIMOUSLY.

**Purchase Orders:**

Meroa Benjamin made a motion to approve the fire departments request for an owl through amazon and a tablet for the highway department through All-Access.

MOTION PASSED, UNANIMOUSLY.

**Minutes:**

Meroa Benjamin made a motion to approve the minutes of November 22, 2022.

MOTION PASSED, UNANIMOUSLY.

**Orders:**

Carole Taylor made a motion to approve the orders dated November 23, 2022, in the amount of \$156,542.27.

MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to approve the highway truck purchase dated November 23, 2022, in the amount of \$159,481.00

MOTION PASSED, UNANIMOUSLY.

**Other Business:**

Ray Coffin from All-Access Info Technology gave the Selectboard a brief overview of what All-Access is doing to protect the town against cyber security. He will be suggesting that we implement new policies, password management, as well as automatic log offs and password resets. VLCT cyber insurance carriers are implementing new rules, compliance, and chief security officers for small businesses. All-Access hopes to do more cyber security training for employees in the year 2023.

The Selectboard reviewed the draft quitclaim deed between Warren Jones and the Town of Bradford.

Meroa Benjamin requested that someone reach out to Vittles about taking up fence on the sidewalk for the winter as it looks like tables have moved?

Winter parking ban signs have been posted and signs are up, the town will be enforcing.

Meroa Benjamin would like to update the liquor ordinance in the near future.

Meroa Benjamin expressed her concern about the one-way KD Service Road, and the signs for the Bottle Redemption Center being placed in the wrong direction.

The Fire Department will be looking at applying for a grant for outdated fire equipment, more information to come.

Jean Carlan made the Selectboard aware that the dock at Bugbee landing needs to be replaced in the year 2023. The Selectboard asked that Parks and Recreation provide a letter of support from the fish and wildlife department that the dock needs to be replaced and we may be able to get a grant from the state of Vermont if we make it ADA compliant, the state could match up to 75%. More information to come.

**Executive Session- Personnel:**

Meroa Benjamin made a motion that the Selectboard has determined that a personnel issue needs to be discussed in executive session because the premature public knowledge would place both the Town and the employee at substantial disadvantage.

MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to go into executive session a 7:15 p.m. to discuss a personnel issue as allowed by 1 V.S.A. Section 313 (a)(1). and invite Danielle Kingsbury and Nikki Tomlinson.

MOTION PASSED, UNANIMOUSLY.

The Selectboard came out of executive session at 7:44p.m.

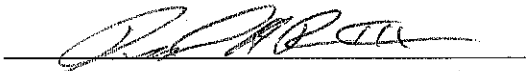
Meroa Benjamin made a motion to accept Sonya McLams resignation effective December 31, 2022 and put Nikki Tomlinson in as acting Town Clerk starting January 1, 2023 until town meeting day 2023.

MOTION PASSED, UNANIMOUSLY.

**2023 Draft Budget:**

The Selectboard review and made changes to the draft budget 2023.

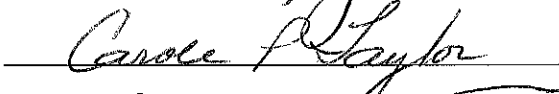
The Selectboard adjourned at 8:55 p.m.



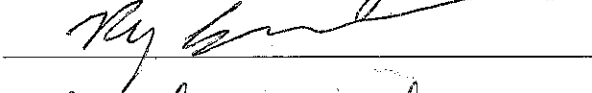
Daniel A. Perry III, Chair



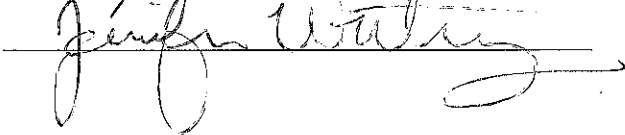
Meroa S. Benjamin, Vice Chair



Carole P. Taylor



Ryan Lockwood



Jennifer Whitney