

SELECTBOARD- TOWN OF BRADFORD  
REGULAR MEETING

Meeting Minutes

Thursday, March 23, 2023

6:30 p.m. at the Bradford Academy Rm 26

In Attendance:

**Board Members Present:** Meroa P. Benjamin, Dan A. Perry III, Ryan Lockwood, Michael Wright, Nikki Stevens

**Others Present:** Alex Nuti-de Biasi, Bob Wing, Harvey Door, Nancy Jones, Carole Taylor (via zoom), Donna Wing (via zoom), Elizabeth Dietz (via zoom), Jean Carlan, Marcey Carver, Pat Dwyer, Colin Kennedy, Jared Pendak

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

**Public Comment:**

Michael Wright made the Selectboard aware that he checked the prices at the Transfer Station and compared them to the prices in the Town Report and the prices do match and are accurate in the report.

Dan Perry welcomed Nikki Stevens and Michael Wright to the Selectboard.

**Selectboard Structure:**

Meroa Benjamin made a motion to approve the following as a slate:

Chair: Meroa Benjamin

Vice Chair: Dan Perry III

Fast Squad Liaison: Dan Perry

Park & Recreation Liaison: Ryan Lockwood

Conservation Liaison: Nikki Stevens

Planning Liaison- Michael Wright

Water & Sewer Liaison: Dan Perry

Highway Liaison- Nikki Stevens

Police Liaison- Meroa Benjamin

Bradford Academy Liaison: Dan Perry

Review, approve and sign off orders: Meroa Benjamin, Michael Wright

Review, approve and sign off on payroll- Dan Perry

Authorized official for GEARS (grants): Meroa Benjamin

Energy Liaison- Dan Perry

Fire Dept Liaison: Dan Perry

MOTION PASSED, UNANIMOUSLY.

**Rules of Procedure:**

Michael Wright made a motion to approve the rules of procedure, with the time for Selectboard Meetings changing from 6:30 p.m. to 6:00 p.m.

MOTION PASSED, UNANIMOUSLY.

**Conflict of Interest:**

Meroa Benjamin made a motion to approve the conflict-of-interest policy with the change of adding that confidential matters are to be kept confidential when appropriate.  
MOTION PASSED, UNANIMOUSLY.

**Appointments:**

Michael Wright made a motion to appoint Christine Pratt to the Development Review Board, term to expire March 31, 2028.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to appoint Ted Unkles to the Planning Commission, term to expire March 31, 2026.  
MOTION PASSED, UNANIMOUSLY.

Ryan Lockwood made a motion to appoint Marcey Carver to the Planning Commission, term to expire March 31, 2026.  
4 VOTES IN THE AFFIRMATIVE, 1 VOTE (MEROA BENJAMIN) OPPOSED.

Meroa Benjamin made a motion to accept Jared Pendak's resignation to the Parks and Recreation committee effective immediately.  
MOTION PASSED, UNANIMOUSLY.

Michael Wright made a motion to appoint AJ Follensbee to the Conservation Commission, term to expire March 31, 2028.  
MOTION PASSED,

Michael Wright made a motion to appoint Ryan Chase to the Public Safety Commission, term to expire March 31, 2027.  
MOTION PASSED,

Meroa Benjamin made a motion to appoint Ben Rubenfeld as the Tree Warden, term to expire March 31, 2024.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to approve Peter Hatch as a fence viewer, term to expire March 31, 2024.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion Erin Odell and Anthony "Tony" Brainerd to the Revolving Loan Fund Committee, term to expire March 31, 2026.  
MOTION PASSED, UNANIMOUSLY.

Nikki Stevens made a motion to appoint Stephen Sampson and Steve Longmoore as Fire Key-men, term to expire March 31, 2024.  
MOTION PASSED, UNANIMOUSLY.

Ryan Lockwood made a motion to appoint Gary Moore as Emergency Management director and Dan Perry as Emergency Management Coordinator term to expire March 31, 2024.  
MOTION PASSED,

Meroa Benjamin made a motion to appoint Bonnie Thurston to UVA Local Representative term to expire March 31, 2024.  
MOTION PASSED

Michael Wright made a motion to appoint Nancy Jones and Marcey Carvery as Two Rivers Ottauquechee Regional Commission Representatives term to expire March 31, 2024.  
MOTION PASSED

Nikki Stevens made a motion to appoint Michael Wright as CVSWMD Representative, term to expire March 31, 2024.  
Motion PASSED

Ryan lockwood made a motion to appoint Marcey Carver as Tri-Valley Transit Representative, term to expire March 31, 2024.  
MOTION PASSED

Meroa Benjamin made a motion to appoint Barbara Kulzyck as Green Up Day Coordinator, term to expire March 31, 2024.  
MOTION PASSED

Michael Wright made a motion to appoint Steven Williams as EC Fiber Representative and Ryan Lockwood as EC Fiber Representative Alternate, terms to expire March 31, 2024.  
MOTION PASSED,

Meroa Benjamin made a motion to appoint Dan Perry and Carole Taylor as Co- Road Commissioners, term to expire March 31, 2024.  
MOTION PASSED

**EP Maintenance Project:**

Michael Wright made a motion to approve the quote from Eagle Eye Construction LLC for maintenance at Elizabeth Park up to \$9,500 to come out of the park repairs and maintenance budget, check will be issued when all work is completed.  
MOTION PASSED, UNANIMOUSLY.

**Parks and Recreation- Summer camp:**

The Selectboard was presented with an email from Jared Pendak about the Town hosting five weeks of summer camp through Wicked Cool for Kids at Bradford Elementary. The program would be 9a.m. to 4p.m. and cost \$385 per child, per week. Wicked Cool for Kids would handle all the registration and payments, parks and recreation would only help with promotion. Jared informed the Selectboard that he received verbal confirmation from the Bradford Elementary School principal that they would be willing to let them use the facilities for summer camp.

**EXAMPLE:**

July 10-14: STEAM Studio  
July 17-21: Med School  
July 24: Lego Engineering  
July 31-August 4- STEAM Studio  
August 7-11: Rocket Science

The Selectboard would like to have a presentation done by Wicked Cool for Kids and would like to see a copy of a contract. The Selectboard also questioned if state funding would be available for children through this program?  
Follow up at future meeting.

**Parks and Recreation- Donations:**

The parks and recreation committee received two checks that reference tree planting at the dog park in memory of a friend (one check was for \$150.00 and the other was \$200.00). The parks and recreation chair (Jean Carlan) mentioned that there was discussion about trees being planted at the dog park in the future and she spoke with the two people who donated, and they would be fine with the donation staying in the general donation fund line item and being used to plant a tree someday.

**ARPA Funding:**

Ryan Lockwood made a motion to approve \$30,000 to come out of the ARPA funds for the Bradford Fair Association for lost revenue.

MOTION PASSED, 4 VOTES IN THE AFFIRMATIVE, 1 VOTE (MEROA BENJAMIN)  
OPPOSED.

Ryan Lockwood made a motion to approve \$9,998.63 to come out of the ARPA funds to purchase a gym tarp from Anthem Sports.

MOTION PASSED, UNANIMOUSLY.

Michael Wright made a motion to approve \$26,062 to come out of the ARPA funds for the drainage at the Old Church Theater.

MOTION PASSED, UNANIMOUSLY.

Ryan Lockwood made a motion to approve \$5,555.00 to come out of the ARPA funds for Bradford Youth Sports baseball field updates on Memorial Field.

MOTION PASSED, UNANIMOUSLY.

**Certificate of Highway Mileage:**

Michael Wright made a motion to approve the 2023 Certificate of Highway Mileage.

MOTION PASSED, UNANIMOUSLY.

**Liquor License:**

Meroa Benjamin made a motion to approve the first-class liquor license renewal for Vittles, the tobacco license renewal for Bradford Mini Mart and the second-class renewal for Hannaford's.

MOTION PASSED, UNANIMOUSLY.

**BA Use:**

Ryan Lockwood made motion to approve Patrick Ross to hold a music recital on June 23, 2023, from 5-8:30pm with \$50.00 fee and for Oxbow to use the gym on Wednesdays and Fridays 3-4pm through April 2023.

MOTION PASSED, UNANIMOUSLY.

**Police Department- Grant for Vest:**

Meroa Benjamin made a motion to approve the grant for vests in the amount of \$2,361.00, and if the grant is not accepted than the purchase will come out of the new equipment line item.

MOTION PASSED, UNANIMOUSLY.

**Purchase Orders:**

Meroa Benjamin made a motion to buy new three 9mm Walther handguns for the police department.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to approve the quote from ARC Mechanical in the amount of \$2,390.98 for a new boiler condensate return pump at the BA building.  
MOTION PASSED, UNANIMOUSLY.

Michael Wright made a motion to approve the quote from All-Access in the amount of \$2,617 for the purchase of two new computers; one to update a listers computer (Doug's) and one to update the zoning computer.  
MOTION PASSED,

Ryan Lockwood made a motion to reimburse Nancy Jones for \$316.00 for postage for a bulk mailing.  
MOTION PASSED, UNANIMOUSLY.

The Selectboard reiterated that they will no longer be issuing reimbursement checks.

**Training Requests:**

Meroa Benjamin made a motion to approve Russ Robinson and Dave Shaffer to attend the Vermont Safety Training Solicitation on April 6, 2023, no costs.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion to approve Sergeant Shaffer to attend the Vermont Case Law training on May 11, 2023, in the amount of \$199.00.  
MOTION PASSED, UNANIMOUSLY.

Meroa Benjamin made a motion for Nikki Stevens & Michael Wright to attend the Selectboard Essentials training in the amount of \$40.00 per person.  
MOTION PASSED, UNANIMOUSLY.

Michael Wright made a motion to approve fire fighters to attend the Twin State Regional Fire School on May 6 & 7, 2023.  
MOTION PASSED, UNANIMOUSLY.

**Minutes:**

Nikki Stevens made a motion to approve the minutes from the hearing on February 23, 2023, the regular Selectboard meeting minutes from February 23, 2023 and the special meeting minutes from March 4, 2023.  
MOTION PASSED, UNANIMOUSLY.

**Orders:**

Michael Wright made a motion to approve the orders dated 3/24/23 in the amount of \$154,445.07.  
MOTION PASSED, UNANIMOUSLY.

**Other Business:**

False alarm 911 call at Oxbow High School.

Planning Commission discussed the fees for the zoning permits.

Sign ordinance needs to be updated.

Hazardous Mitigation needs updated.

Fire engine number 1 needs to go in for maintenance.

**Personnel- Executive Session:**

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 at 8:45 p.m. to discuss a personnel issue as allowed by 1 V.S.A. Section 313 (a)(1). and invite Russell Robinson and Danielle Kingsbury.

MOTION PASSED, UNANIMOUSLY.

The Selectboard came out of executive session at 9:15p.m.

**Litigation- Executive Session:**

Meroa Benjamin made a motion that the Selectboard has determined that a litigation 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.

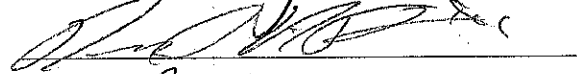
Meroa Benjamin made a motion to go into executive session a 9:15 p.m. to discuss a litigation issue as allowed by 1 V.S.A. Section 313 (a)(1). and invite Russell Robinson and Danielle Kingsbury.

MOTION PASSED, UNANIMOUSLY.

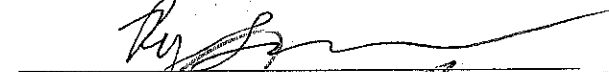
The Selectboard came out of executive session at 9:25 p.m. and adjourned.



Meroa Benjamin, Chair



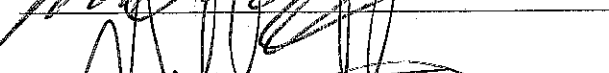
Daniel A. Perry III, Vice Chair



Ryan Lockwood



Michael Wright



Nikki Stevens