

**TOWN of BRIDPORT**  
**Selectboard Meeting Minutes**  
**Monday, March 9, 2020**  
**Town Office 6:00 PM**



PRESENT: David Bronson, Tim Howlett, Jessica Stocker, Joan Huestis, Bob Sunderland  
Also Present: Julie Howlett (Town Clerk), Irene Zaccor (Town Treasurer), Dusty Huestis (DPW Road Foreman), Katie King, H. Kent Wright III, Dennis Benoit, Michael Provencher, Brent Rakowski (Otter Creek Engineering)

Meeting was called to order at 6:00 pm by Chair, Joan Huestis.

**Vote on Selectboard Positions:**

Joan nominated Tim Howlett to be Selectboard Chair, Jessica seconded. Motion passed.

**Public Comment:**

Mike Provencher and Dennis Benoit would like to have a tractor parade on the same day as the Firemen's BBQ. Joan made the motion to have the tractor parade during the Fireman's BBQ with a Sub-Committee that will report back to the Selectboard. Bob seconded, motion Passed. Jessica will work on the sub-committee with Mike, Dennis, Dusty and another member of the Fire Department. They will report back to the Selectboard at the April Meeting.

Brent Rakowski from Otter Creek Engineering came to answer questions about 3 culverts. **Mountain Road Culvert:** If the project is not completed by June 30, 2020 we will need to apply for an extension. What Otter Creek has proposed is not set in stone they are open to changes. Construction phase is an hourly rate because they don't know who the contractor will be and they may require Otter Creek's assistance. Brent will let the Chair know when changes occur. Camp precast is getting back logged, that may drive an extension. **Basin Harbor Road Culvert** is still in the right of way stage. Once that is complete and the State signs off on it Otter Creek will begin the design phase. **Rattlin Bridge Road:** Joan is attending a conference with FEMA on Thursday. Kelly O'Brien is our FEMA Representative. Brent said the stream alteration engineer has looked at the structure and had determined that we will need a 30 foot span bridge. The hydraulic analysis is 90% complete.

**Secretary's Report:**

Jessica made the motion to accept the minutes from the February 10<sup>th</sup>, 19<sup>th</sup> & 20<sup>th</sup> Selectboard meeting. Joan seconded, motion passed.

**Treasurer's Report:**

Bob made the motion to pay \$74,478.50 in bills, David seconded. Discussion was had on when bill should be due to the Treasurer and when bills are ready for the Selectboard to view. Motion passed.

**DPW Report:**

**DPW Garage Roof:** Keith was going to make the ridge cap for the roof. Duke Gevry will be here in a couple of weeks. Dusty hopes he is done plowing snow. Joan had forms to sign for the bridge and road standards.

**Culvert Report:**

**Basin Harbor Culvert Report:** Brent went over this during public comment.

**Old Business:**

**Rattlin Bridge Road:** Brent went over this during public comment.

**Procurement/Purchasing Policy:** Jessica made the motion to entertain discussion on a Procurement/Purchasing Policy, Bob seconded. After much discussion Joan made a motion to table the Procurement/Purchasing Policy until the April meeting. Bob seconded, motion passed.

**New Business:**

Appointment of Town Officers:

Julie Howlett, Town Clerk

Kathleen King, Town Treasurer

Steve Decarlo, Zoning Administrator

Edward Payne, Zoning Consultant

David Basque, Tree Warden

Bruce Stocker, Fire Warden

Steve Decarlo, Planning Commission

Mark Pumiglia, Planning Commission

Joan Huestis, FEMA/Civil Defense

Cynthia Myrick, Board of Adjustment

Steve Decarlo, Addison County Regional Planning Alternate

Mark Pumiglia, Addison County Regional Planning Alternate

Jerry Forbes, Dog Warden

Eric Warren, Town Service Officer

Dusty Huestis, 911 Coordinator

Joan made the motion to appoint the above people as Town Officers. Bob seconded, motion passed.

**Appoint a Representative to the Solid Waste Board:** Tabled until April meeting.

**BCS Quote:** Town trucks can not reach each other when they are on the mountain or on Hemenway Road. Dusty would like to purchase a VHS Repeater for \$15,000. Jessica made the motion to secure the channel now and we will continue the discussion on the Repeater. Bob seconded, motion passed.

**Mowing Contract:** David made the motion to accept Degray's Lawn Care LLC bid. Bob seconded, motion passed. David presented a contract for Dean Degray's to sign and he will need to add the Town of Bridport on his liability insurance.

**Mountain Road Culvert Bid:** Joan made the motion to sign the contract with Otter Creek Engineering for the engineering cost for Mountain Road Culvert. Bob seconded, motion passed.

**Tractor Parade:** This was discussed during public comment.

**Masonic Hall:** David is going to look for another company to put insulation in the Masonic/Community Hall since Black Diamond will not return his emails. Jessica made the motion to require renters of the hall to write a separate check for the hall rent and a separate check for the security deposit. Joan seconded, motion passed. Joan made the motion that no more paint n sips be allowed at the Masonic/Community Hall. Bob seconded, motion passed.

**Approve Pratts Store Liquor License:** Joan made the motion to approve Pratt's Store Liquor License. Jessica seconded, motion passed.

**Paving Bids:** Joan made the motion to accept D&F's bid to pave Basin Harbor Road by June 30, Happy Valley Road, Middle Road and Townline Road for \$204,032.00. David seconded, motion passed.

**LEMP Municipal Adoption Form:** this until the April meeting.

**Other Business:**

**Executive Session:**

**Adjourn:** Joan made the motion to Adjourn. Bob seconded, motion passed. Meeting adjourned at 9:01 PM.

Respectfully Submitted,