

SELECTBOARD- TOWN OF BRADFORD  
REGULAR MEETING  
Meeting Minutes  
Thursday, October 12, 2017  
6:30 p.m. at the Bradford Academy

In Attendance:

**Board Members Present:** Thomas E. Unkles, Lisa D. Sharp Grady, Carole P. Taylor

**Board Members Absent:** Daniel A. Perry III, Randy L. Moore

**Administrative Assistant:** Danielle Kingsbury

**Others present:** Robert Wing, Jeffrey Stiegler, Josh Allen, Phil Page, Alex Nuti-de Biasi

Ted Unkles, Chair, called the meeting to order at 6:30 p.m.

**Public Comment:**

No public comment.

**Larry Coffin- Phyllis Lavelle Funds:**

Larry Coffin came to the Selectboard with the idea to use the money that Phyllis Lavelle left to the Town to purchase an exhibit for Phillip Hastings photographs. Phillip Hastings was a professional photographer who became famous taking railroad photographs, he grew up in Bradford. The historical society has designated \$500 to put towards the purchase of an exhibit for these photographs and has also received a \$100 donation from other sources. The total cost of the exhibit is around \$2,100 and Larry Coffin feels this would be a good way to use some of Phyllis Lavelle's money so that it will have meaning and last for a long time.

**Junk Ordinance Complaint:**

The Selectboard received another complaint dated October 6, 2017 in regards to the 2 Old Route 5 property. It has been noted that part of the fence seems to be falling down that borders Route 5 and junk is visible from the roadway. Also, the fence was never finished being constructed along the south side of property that can be viewed by Old Route 5.

Carole Taylor made a motion for Ted Unkles to send a letter to the property owner that they are currently in violation of the Town of Bradford's junk ordinance.

MOTION PASSED, UNANIMOUSLY.

**BA Building- Hot Water System Quote:**

Lisa Sharp Grady made a motion to move \$2,400 from the BA Repair capital fund to pay for ARC to install a line temp sensor, control and valve for the steam to hot water system.

MOTION PASSED, UNANIMOUSLY.

The Selectboard reviewed the breakdown of the BA maintenance line item that is \$10,000 over budget, around \$6,000 of these expenses came from the repairs of the Bert Dodson art studio (on the third floor of the BA).

Lisa Sharp Grady made a motion to move Adam Osgoods bills in the amount of \$2,133.00 and \$4,267.00 for the repairs of the art studio to come out of the BA Repairs capital fund.

MOTION PASSED, UNANIMOUSLY.

**Transfer Station-Green Mountain Power:**

Lisa Sharp Grady made a motion for Ted Unkles to sign the Green Mountain Power agreement and easement for three phase power to be placed at the Transfer Station and also approve the \$6,031.98 cost.  
MOTION PASSED, UNANIMOUSLY.

**BA Use:**

The Bradford middle school basketball team has used the BA gym for years. Bradford Youth Sports is now requesting use of the BA gym as well. The lease from the Elementary School to the Town states that the Town gets first priority over the building use, and the Elementary School gets second priority. BYS is not part of Bradford Elementary School, it is a private organization and therefore does not meet the lease criteria. The Bradford Selectboard would like for the middle school and BYS to work together to come up with a schedule that will work for all of the basketball teams. If the two organizations cannot work together than the Selectboard will have to make a decision on who gets to use the gym and when.

Memorial Field scheduling was also brought up with having these types of issues and the Selectboard feels that the organizations need to work together and hopefully our new recreation director can help with that.

**Training Requests:**

Carole Taylor made a motion to approve Marcey Carver, Bob Wing and Bryan Mitofsky for the fall planning and zoning forum on November 1, 2017 at a cost of \$60.00 per person.  
MOTION PASSED, UNANIMOUSLY.

Lisa Sharp Grady made a motion approve Russ Robinson to attend a CPR course usually costing around \$25.00.  
MOTION PASSED, UNANIMOUSLY.

**Special Liquor License- Farmway:**

Carole Taylor made a motion authorizing Farmway to host a company called Caledonia Spirits on October 28, 2017 from 11a.m.-4p.m. they will be doing tastings and have bottles of their beverages for sale to support breast cancer awareness.  
MOTION PASSED, UNANIMOUSLY.

**Cats:**

The Selectboard does not want Bradford Vet to take in anymore cats from residents, as it is costing the Town a lot of money. People that call about cats can bring them to the shelters themselves. If someone calls the animal control officer about a cat and he is not able to get the cat until later he can tell them to hold on to the cat until he is ready to pick it up or they can bring the cat to a shelter themselves. The Selectboard would only like for the animal control officer to bring a cat to the vet in an emergency situation but thought it could pretty much be eliminated.

**Purchase Order Requests:**

Lisa Sharp Grady made a motion to approve a printer purchase in the amount of \$218.99 for the recreation director.  
MOTION PASSED, UNANIMOUSLY.

**Minutes:**

Lisa Sharp Grady made a motion to approve the minutes of September 28, 2017.  
MOTION PASSED, UNANIMOUSLY.

**Orders:**

Carole Taylor made a motion approve the orders dated October 13, 2017.

MOTION PASSED, UNANIMOUSLY.

**Other Business:**

Carole Taylor made a motion to hold the second Selectboard meeting in November on Tuesday, November 21, 2017 as the regular meeting falls on Thanksgiving.

MOTION PASSED, UNANIMOUSLY.

Alex Nuti-de Biasi asked if the Selectboard has received any feedback on the new fee structure at the Transfer Station.

The Selectboard has not heard any feedback on the fee structure.

Alex Nuti-de Biasi asked what the status of the Oxbow electronic sign is?

The last time the Selectboard was approached about the electronic sign, Oxbow gave the Board sever options and the Selectboard asked for a firm proposal and has not heard from them since.

**2018 Health Insurance:**

The Selectboard reviewed the 2018 health insurance rates from Blue Cross Blue Shield and MVP. The rates for MVP are lower this year but the Town is having trouble getting information on the plans from VLCT as they want the Town to join their VERB program where they charge per person for their services. The Town of Newbury has reached out with the same types of issues and has contacted MVP to see if they will do a joint meeting with Bradford/Newbury employees.

**Highway Department- Capital Fund, Part-time Employment, Road Complaints:**

Ted Unkles made a motion to hire Robert D. Miller, Robert D.A. Miller, and Scott Hanley as seasonal stand by employees for the Towns highway department.

MOTION PASSED, UNANIMOUSLY.

Lisa Sharp Grady made a motion to move \$10,000 from the special roads fund to be moved to the highway project capital fund.

MOTION PASSED, UNANIMOUSLY.

The Selectboard reviewed complaints regarding lines not being painted on all of Goshen Road and the stone baskets caving in at the beginning of South Road.

**Personnel- Executive Session:**

Lisa Sharp Grady made a motion that the Selectboard has determined that a personnel issue needs be discussed in executive session because the premature general public knowledge would place the Town at substantial disadvantage.

MOTION PASSED, UNANIMOUSLY.

Lisa Sharp Grady made a motion to go into executive session at 7:57 p.m. to do employee evaluations allowed by 1 V.S.A. Section 313 (a)(1). The motion included Danielle Kingsbury and Phil Page to attend the session.

MOTION PASSED, UNANIMOUSLY.

The Selectboard came out of executive session at 8:40 p.m.

**2018 Highway Budget:**

The Selectboard met with the Town Road Foreman and reviewed the draft highway budget for 2018.

- The purchased services fund in summer is for trucking, flagging etc., Phil would like to increase this amount to what it has been in previous years when the account was only budget in the summer maintenance line item. The purchased service account is now broken up between summer maintenance and winter maintenance.
- The 2016 dump truck will be paid off in 2020 (interest and payoff amounts came directly from Treasurer).
- The 2014 grader will be paid off in 2019 (interest and payoff amounts came directly from Treasurer).
- Planned paving projects for 2018 are finishing Rowell Brook Road, Wrights Avenue, and Cottage Street; this is subject to change.
- Tools and equipment line item will be increasing for the purchase of a new trailer.
- The highway facility capital fund want to increase by \$2,000 to put money towards a pole barn along the fence line of the Transfer Station.
- Line painting under Special Roads is only for stop bars and parking lines, not for road line painting. Road line painting is funded by the State for Class 2 Roads. The town is only allowed 25% of its roads to be Class 2 and the Town of Bradford is at its max. The State is good about painting Class 2 road lines every other year.

The Selectboard adjourned the meeting at 9:43 p.m.

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Thomas E. Unkles, Chair

*Lisa D. Sharp Grady*  
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*Daniel A. Perry III*  
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Lisa D. Sharp Grady, Vice Chair

Daniel A. Perry III

*Carole P. Taylor*  
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Carole P. Taylor

*Randy L. Moore*  
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Randy L. Moore