

## **Brandon Select Board Meeting October 24, 2022**

**NOTE: These are unapproved minutes, subject to amendment and/or approval at the subsequent board meeting.**

**Board Members In Attendance:** Seth Hopkins, Brian Coolidge, Tim Guiles, Tracy Wyman, Ralph Ethier

**Others in Attendance:** Dave Atherton, Mat Clouser, Bernie Carr, Eric Mallory, Devon Fuller, Bill Moore, Sandy Mayo, Marielle Blais, Jim Leary, Nancy Leary, Doug Bailey, Lisa Rovi, Patricia Bassett, Janet Coolidge, Susan Benedict, Steve Bissett, Ray Marcoux, Ellie Romp, Gail Cordner, Cecil Reniche-Smith, Susan Gage, Sharon Stearns, Jacki Savela, Sara Stevens, Jakob Stevens, Wyatt Waterman, Bernie Carr, Claire Astone, Paula Ashley, Ryl Ashley, Ana Macleod, Jim Emerson

**Other In Attendance Via Zoom:** Neil Silins, Dave Sieberman, Chief Kachajian, Bruce Jenson, Patricia Welch, Carol Bertrand, Tom Kilpeck, Jill, Adam Murach

### **1. Call to order**

The meeting was called to order by Seth Hopkins, Chair at 7:01PM.

#### ***a) Agenda Adoption***

**Motion** by Brian Coolidge/Tracy Wyman to adopt the agenda as presented. **The motion passed unanimously.**

### **2. Board Chair Statement Regarding Open Meeting Law**

Seth Hopkins read the following:

*“As chair of the board I will address the executive session held at our most recent meeting, on October 10th.*

*A board member had requested an executive session be placed on the agenda to discuss police duty schedules we had received from the police department at our request. I was in favor of this agenda item from the point of view that it would not be in the interest of public safety in our community to make public specific duty schedules either in place or proposed for varying levels of police staffing. If, to use an outlandish example, a duty schedule indicated there would be no officer on duty from 9AM to 11AM every Tuesday, this would tend to advertise that our ability to respond rapidly to commission of a crime would likely be compromised at that time. It would be inviting trouble in other words.*

*It bears mention that the current police force has been not more than six officers for many months if not a few years, and that the board was looking at schedules with six, seven, and eight*

*officers only. There was no consideration of any proposal which reduced the police force from its current staffing.*

*Since our October 10th meeting, I have received an inquiry regarding this executive session which cited the provision in statute allowing consideration of the appointment or employment or evaluation of a public officer or employee. I have attended the Vermont League of Cities and Towns selectboard institute trainings more than once as have others on the board. My working understanding of that provision was that it encompassed personnel and human resources matters. The Brandon citizen who engaged me in a dialogue beginning on October 14th, based on that person's superior professional education and experience, raised the view that the provision of the law we used applies only to an individual and not to a group of employees. I then confirmed this with the VLCT.*

*In light of this elucidation from the interested citizen, I believe the board entered executive session in good faith but now feel in doing so we inadvertently violated open meeting law."*

**Motion** by Seth Hopkins/Tracy Wyman that the Board (1) acknowledge its inadvertent violation and (2) cure the inadvertent violation as detailed in statute by declaring void any action taken at or resulting from this session from which the public was wrongfully excluded. I further move as item (3) that the Board improve Bits compliance with open meeting law by each board member acknowledging in writing that they have read the expanded and elaborated guide to Vermont open meeting law by the Vermont Secretary of State as currently published on that office's website and as distributed to the Board earlier in 2022 by the Town Manager. **The motion passed unanimously.**

Claire Astone thanked the Board for the open feedback and making it transparent. Seth Hopkins thanked the Brandon person who brought it to their attention. Mr. Hopkins stated beyond what was suggested in the motion, it would be helpful for other boards and committees to also have training from VLCT on the open meeting law that could be provided by zoom or in-person. Sue Gage suggested scheduling after February 1<sup>st</sup>. Dave Atherton noted there is a webinar that can be done by the VLCT.

### **3. Approval of Minutes**

#### ***a) Select Board Meeting Minutes – October 10, 2022***

**Motion** by Tim Guiles/Tracy Wyman to approve the October 10, 2022 Select Board meeting minutes. **The motion passed unanimously.**

### **4. Town Manager's Report`**

Dave Atherton provided the following report:

Mr. Atherton attended the VTCMA Town Manager Conference on October 13<sup>th</sup> and 14<sup>th</sup>. Some of the topics of discussion were Building a Vibrant, Resilient, Welcoming Business and Entrepreneurial Community for Innovation and Diversity which was of interest. Also,

Josh Hanford, the Housing and Community Development Commissioner led a conversation on the Housing Crisis Re-investment for Affordable Housing and Missing Middle Housing.

The By-laws Modernization Grant has been submitted to the Vermont Department of Housing and Community Development. Ed Bove at the RRPC assisted with writing the application. There will be more information to be received on this topic.

The Town is closing on the 301 Newton Road property on October 25<sup>th</sup>. A demolition RFP will be posted within the next couple of weeks.

Mr. Atherton has requested party status with the Public Utility Commission for the Steinberg Solar project and attended the first hearing on October 11<sup>th</sup>.

The Arnold District culvert structure will be delivered and installed on October 28<sup>th</sup>. Backfilling and paving will occur the following week.

The pavers will be in Town this week to pave the rebuilt portion of Town Farm Road. Other areas are a portion of Pearl Street, all of Kennedy Road, a portion of Prospect Street, and Paint Works Road.

Construction has started at the wastewater treatment plant, mostly consisting of excavating and preparation for the 3<sup>rd</sup> clarifier, as well as materials and supplies approvals.

There will be a Button-Up Brandon happening on November 12<sup>th</sup> with free materials to help residents with buttoning up their house.

### ***Recreation Department News:***

Spooksville is back on October 28<sup>th</sup>. The Brandon Rec and Brandon Area Toy Project with some financial support from the Carter Insurance Agency, are hosting the ever-popular trunk or treat event at Estabrook Park from 5:30 – 7:00PM rain or shine, warm or cold, this will be the biggest year yet!

Big thank you to all of our youth coaches for PreK – 6<sup>th</sup> grade soccer and 1<sup>st</sup> – 8<sup>th</sup> grade football. Without their scores of volunteer hours, our Rec programming would not be possible.

Brandon Idol will be back in 2023 – registration opens for talent on November 15<sup>th</sup>. Shows will run January through April, with the finale in May.

## **5. Public Comment and Participation**

Susan Benedict questioned the comment about genetic information in the footnote of the form for Brandon residents applying for seats on committees. Ms. Benedict asked why the Town would need this information before placing someone on a Board, and who would be paying for this process. Seth Hopkins advised he used the Equal Employment Opportunity statement and noted the Town is not requesting this information as the Federal government indicates genetic information must not be considered and they cannot ask for it and Town cannot ask for it.

Sharon Stearns noted she has been in the community for a long time. She thanked the Board for the work they do and knows many townspeople trust them and know the Board. She has sat on boards or worked on a project with them for many years and she trusts their efforts, work, and prioritization that they have to do. They are facing criticism and she thinks it is unfortunate as most people in Brandon are happy and trust the Board. She wanted to encourage the Board to do what they are doing and understand that a few people are not the voice of the community. She wanted to remind them of that as they are being criticized and hoped they stay in the jobs and continue to do what they are doing.

Doug Bailey noted he has worked with all of the Select Board members and would like to recognize them for their hard work. Mr. Bailey also recognized the Town Manager, Mr. Moore, and the Public Works Manager as they have brought the Town a long way. It is discouraging to read so many negative comments in the paper as they have put in a lot of effort into the Town.

Claire Astone noted she is one of the five people mentioned. She wanted to thank Dave Atherton in providing the Select Board the microaggression sheet. We may harm one another either intentionally or unintentionally and in gender situations, it is a power dynamic and Ms. Astone thinks all have experienced this at one time. This is a statewide rollout from the VLCT and these gentlemen signed their names to the Inclusion and Equality document, and this has meaning. She needs to see that this is happening as it is democracy at work. What happens in her town matters and she deserves to be here and the Town belongs to all who live here. We bring our volunteering to this town. Ms. Astone stated there was a gender microaggression that escalated more than a year ago and she needed to make a public complaint and it still has not been resolved to the best of her needs and Mr. Atherton has agreed to help work through that. The complaint was made and it is public, but there has not been closure and it is important to her. She is the chair of the restorative justice board and all should be proud to have restorative justice in Town and suggested people gain knowledge of what BRAVO is and what they are doing. The business of BRAVO is confidential and there was a client that was noted in the July 25<sup>th</sup> town meeting minutes and that is not okay. She also wanted to thank Tracy Wyman for handling the issue of the excavator at a prior meeting. There was a dynamic on the Board that was uncomfortable to watch and she thinks there is a division between Mr. Atherton, his team, and the Select Board. She thought it was a microaggression and a misuse of power and the Board's behavior is very black and white to the public. We are sensitive people and sometimes the meetings are negative. She is here to serve the community and sat outside the library when it was not safe for the library to be open and noted there are a lot of women in the Town who volunteer.

Eric Mallory thanked the Board and Town Manager for everything they are doing. He has been in Town since he was born and has had a business since 1992 and commended the Board for what they are doing. He noted there have been women on the Select Board and suggested any women who want to go for a seat on the Select Board to run during elections.

Jan Coolidge reported the Brandon Public Library's book sale in the basement is now free, with donations welcomed. There are many books and they need to reduce the number of books prior to early November.

Cecil Reniche-Smith stated as someone who has lived in Brandon for 3 years, she is disturbed by the nativism running through the discourse. It is possible to live in a place for a few years and volunteer or live somewhere for all one's life and hate it. How long someone lives in a town is not the criteria. She loves Brandon and how friendly everyone was and welcomed her into their work. She volunteers for the Town and how long someone lives somewhere is not the most important thing.

Ray Marcoux expressed concern with the speeding traffic on Union Street. There are bicycle tours that go down the road, which is a concern with the speeding on the road. He has contacted the Police Department and they have indicated they are patrolling it. He suggested the police sit in private dooryards as someone is going to be hurt if something is not done. Seth Hopkins asked the Town Manager to look into this situation and asked why there cannot be a cruiser in a private driveway. Chief Kachajian advised it is extremely difficult to monitor radar if an officer is backed into a driveway and would have to use handheld radar. It is not illegal but is more difficult than parking along the roadside.

Patricia Bassett, resident of Union Street, has called the police as well about the traffic speed and advised that their driveway is parallel to the road and the police could sit there. Ms. Bassett questioned why she has to pay to have a meeting with the Town for a grievance to discuss what she can or cannot do with her land. Dave Atherton advised the Zoning Administrator has said that Ms. Bassett would have to go before the DRB due to a non-conformance. In the Land Use Ordinance, a fee that was set several years ago. In the process when there is a DRB hearing, there is an administrative fee to go along with that and there is not a waiver process. Mr. Atherton suggested Ms. Bassett meet with he and the Zoning Administrator to have a discussion.

## **6. Select Board Request for Public Input on Police Level of Service**

Seth Hopkins noted the Board is requesting comments on what the level of policing the public would like to see as the budget season is forthcoming.

Cecil Reniche-Smith read the following letter on behalf of Susan Johnson of 52 Park Street:

*"I'd like to comment on staffing levels at the Brandon Police Department and appreciate Cecil Reniche-Smith reading my remarks in my absence. In the relatively short time we've been here, we can tell Brandon is a special place and very much appreciate all the warmth and support most people have shown to newcomers. My research shows that for the past decade or so, Brandon budgeted for 9 officers until last year when the Select Board decided to remove two positions. I would be very concerned if additional positions are cut.*

*Regarding how Brandon compares to the rest of the State, a recent study of 95 Vermont towns and cities showed more local police budgets are rising than falling. In the past budget year, Brandon was one of only 1 that decreased.*

*The "defunding the police" movement is predicated on passing the resources taken away from police departments to social service and other providers for nonviolent domestic and mental health issues, welfare checks, and even the miscellaneous treed cat or water leak.*

*Whatever our politics or longevity here in Brandon, we all want a safe and supportive community. We depend on police to address numerous emergencies and challenges, from dangerous stalking and active shooting to unsafe driving, farming accidents, and other instances when community members and visitors need support and don't know where else to turn. When police budgets decline, community safety and support will suffer unless the slack is taken up by others.*

*I would like to see a police department with sufficient resources, where officers aren't working long hours and risking burnout. The Chief should have time to management the department, including exploring initiatives to strengthen community safety and support, such as finding grants and other alternative funding sources to fulfill unmet needs. I would hate to see the Chief driven out by not having what he needs to do the job.*

*So, unless there are plans to fund and facilitate social or other services to take up the slack, any further police department cuts would be a black mark on Brandon. This town is better than that''*

Ms. Reniche-Smith also noted that the tourniquet that was recently used by a police officer was something the Chief had just received for the Department from a grant received.

Jim Emerson asked about the cost per capita by town in the state as he thought Brandon is high in terms of per capita for police. Seth Hopkins stated some towns do not have police departments and use the Sheriff's department or State Police and the question is what service is needed for Brandon. Mr. Emerson stated if the Town is in the top 10% of spending for a police force, does the Town have more crime. Mr. Hopkins did not have the statistics on this, but noted that if nearby communities have chronic needs, it sometimes moves to neighboring communities and requires the Town to respond. Mr. Emerson suggested doing a study of expenditures compared to other towns and have an objective process, but noted he is not for defunding the police. Dave Atherton advised there were previous surveys done and at the time of the research Brandon was comparable to other towns of the same size. Mr. Atherton will research to see what he can find. Mr. Atherton just received the information from VLCT on compensation annual benefits that will give some information about this subject.

Ms. Benedict asked if there are mental health and counselors, or non-police on staff. Cecil Reniche-Smith noted Susan's letter pointed out when movements are made to defund police departments, it is not just taking money away from policing, but taking funds for doing things like mental health services. Mr. Atherton has received much praise for the new officers' ability to deescalate situations and noted they are coming in with social services and EMT training. Mr. Atherton stated one of the big concerns is sending someone into a violent situation where they need to defend themselves but also manage that person.

Carol Bertrand stated having had several break-ins in their property, seeing people speeding along Carver Street, and the numerous posts on FPF where packages are missing, she pledges her support for having a police department who can help with these situations and more. Claire Astone suggested adding a social worker to the police department to do work around domestic violence and child welfare. Jim Leary suggested the Police Chief provide his input on the current staffing levels.

Chief Kachajian stated there is not enough staffing and the staff is well on their way to burn out. Most of his officers work 20 to 30 hours per week of overtime and they never complain, do a fantastic job and are not abusive to the public. He understands it is a budgeting issue. There are four fulltime officers plus himself and there have been two major incidents recently, with one being a mental health issue and one involved shooting. He does not think the staff is adequate. If someone gets sick, tests for Covid, has training or surgery the department is down someone in the rotation. The officers are not complaining and they are giving 150%. No matter the job, eventually they will get burned out. He is not against community social workers, but thought they need a solid base of police officers before considering that type of staffing. The department is proud to serve the people of Brandon and are asking for the resources to do the job. He understands the issue of traffic on Union Street and the officers are trying to accommodate everyone, but there are only so many hours in the day and sometimes a call will be several hours. He does not think there is adequate staffing and could use two more officers but would need a total of eight officers for 24-hour coverage. Doug Bailey stated the budget previously for the police department was around \$800k to \$900k, but the Town could not find the officers to fill the positions and there was always \$100k to \$200k of unspent money budgeted and it was decided to reduce the budget to around \$700k. This was not due to the Select Board defunding the police. The Town has lost some good officers and it is hard recruiting someone from out of state. Chief Kachajian stated he has been trying to reconstitute the police department and has been contacted by an officer outside of the State who has expressed interest in the position. It is an ongoing effort and he has been trying to make it attractive for officers to work here in providing training and an environment where the officers will want to stay. He noted that there is a great team within the department and he wants to be the police department that people want to apply to. He noted being short-handed, it has been hard to recruit for the SRO position at OVUHS. Chief Kachajian advised he has previously written several grants and received one million in grants in 4 years for a prior department, but he needs the time to do that. It is a work in progress and he is trying to work on grants when there is time.

Devon Fuller stated over the past seven years, the Town has been built into a beautiful place and we need a police department as close to 24-hours as possible to provide a safe place to live. As long as the Select Board is supporting the police department as much as possible, he thinks it is ideal. The Town needs to assure that they have the equipment needed and with the recession there is more crime. When Mr. Fuller was on the Select Board, it was difficult to figure out how many police officers were needed, but the prior chief indicated eight or nine were needed. Mr. Fuller is in favor of supporting the police chief and understands the majority of issues they handle are mental health issues and he is glad that they are being trained in this area. His concern is making sure the Town has as close to 24-hour service as possible.

Ana MacLeod, a resident of Carver Street, spoke on behalf of younger women who have children and noted her concern of a possible shooting like what has happened in schools in other areas. The children need their support and she is in support of the police department. Nancy Leary was present to support what the Chief is asking for and encouraged the Select Board to support them. Claire Astone thanked the Chief, his staff and Dave Atherton for his support for the restorative justice. They have been good with the students and the Chief wants to keep children out of court. Sue Gage supported the police department and police chief. Eric Mallory stands in support of the police department and asked how the revolving door can be stopped when training officers and then having them leave for a position with the state police. The Town

needs to do something to retain the police officers and Mr. Mallory noted previously the community was familiar with all the officers in department. Seth Hopkins noted it has been a problem to recruit and retain, regardless of the funding level, and the Town has not been able to fully expend the police department budget in recent years due to losing officers.

Sharon Stearns thanked the Select Board, Chief Kachajian, Dave Atherton, and the officers as she has dealt with them with tractor trailer trucks trying to turn around on her property. The officers and Chief have been phenomenal and she thinks the Chief is setting the tone. The new officers are very impressive and handle situations with grace.

Cecil Reniche-Smith stated part of the retention issue is the housing costs as it is expensive to live in Brandon. When people are talking about fully funding the police and retaining officers, there needs to be thought about how to make it more affordable to live here and look at things holistically. Dave Atherton advised this issue was considered and it has been opened up to outlying areas where the police can reside. There has been discussion within this past year of getting them to a pay rate similar to what others are getting around the State. Seth Hopkins stated the officers requested the contract be reopened and the Board agreed and applied a double digit increase because the Board recognizes that retention is valuable. The Board wants the officers to understand that the Town values and appreciates them and wants to extend every compensation possible for them to stay in Brandon. Bill Moore noted the prior police chief encouraged the Select Board to fund eight officers to assure the Town had the coverage needed. He also noted in the Economic Development report with regard to housing, it is now about bringing people to Brandon for the jobs that we have and we are working on housing and workforce training to assure that is happening. Dave Atherton advised dispatch is also changing in the State and there are currently only two. The dispatch the Town has now does not field as many calls and the calls are now being fielded by the local police department. It is hoped to see changes in the dispatch services.

Seth Hopkins stated this has been a chronic problem and is not unique to Brandon, but right now policing is not the most attractive field to go into. Mr. Fuller suggested the Select Board put together a small subcommittee of select board members, community members and the Chief to schedule an event for the public to get to know the police staff. Mr. Fuller also suggested there could be volunteers used to answer the phones. Mr. Hopkins asked the Board to consider a possible citizen's board and requested this topic be placed on the next meeting agenda for discussion. Cecil Reniche-Smith stated it would be good for the police department to attend an event. Ms. Stearns suggested there is no time left in the day for the police staff and she thinks at this critical level, the community needs to listen to what they need and not ask them to be on another committee. The Chief's input needs to be considered but he probably does not have time to be on a committee. Sandy Mayo thought a committee was a good idea as people want a chance to volunteer. Mr. Hopkins stated conversation will be continued at the next meeting and the Board will be in a posture of listening and look to formalize a group.

## **7. Introduction to the Welcoming and Engaging Communities Cohort**

Bill Moore advised he is on the Town's DEI Committee and both Sue Gage and he are representing the Town of Brandon as part of a consortium of 8 towns in Vermont: The Welcoming and Engaging Communities Cohort.



Mr. Moore read the following provided by Sue Gage:

*“The towns in the consortium are Brandon, Middlebury, Hinesburg, Richmond, Hartford, Putney, Jericho, and Williston. We will be working collaboratively with these towns and with Abundant Sun and Dr. Jude Rachele (Ruckelly). We all met at the Town Fair at the beginning of the month. We will be meeting monthly, remotely, and the final meeting is in person I believe.*

*The program we will be going through with Abundant Sun is called EPIC, and it is not the same program as IDEAL which is run by the state’s Office of Racial Equity although we will be doing some collaboration with them next month.*

*We will be asking all employees, elected and appointed officials, and volunteers to fill out an online survey that will be open from November 1<sup>st</sup> to the 15<sup>th</sup>. We will email the link to everyone, and it will include a little video introduction and then another link for the survey. This survey is completely anonymous, so please be honest. We are looking at the culture of our town management. And it’s vital that we get 100% participation, and 100% honesty.*

*The upcoming sessions are:*

- *Session II - Equality, Equity, Diversity, and Inclusion – this session will be run in conjunction with the IDEAL cohort and Xusana Davis, the Exec Director of the office of Racial Equity. The IDEAL cohort is another group of towns working directly with the Vermont office of Racial Equity. In the session we will explore basic concepts, language, social categorization, and some legal concepts*
- *Session III – Race against the Machine – Narrative around systemic racism, where it came from, how it has endured through history and how it is still with us in many guises today.*
- *Session IV – Analyze the data from our surveys that all employees, officers, and volunteers did.”*

Mr. Moore noted this is Abundant Sun’s first time doing this with municipalities. Mr. Moore stated DEI work is a long process and does not happen overnight. A survey was sent out to provide an opportunity for self-reflection, as it is not just about race, and the more voices we have, the better we reflect our community’s needs. There could have been more inclusivity with regard to physical abilities for Segment 6 as there are some businesses that do not have handicap accessibility and this could have been addressed. It is important to have diversity and it is important for honesty from the employees and Select Board members when completing this survey. Sue Gage stated this is not a marathon but is 100 years of changing and this program is about doing the hard work. Seth Hopkins thanked Sue Gage and Bill Moore for representing Brandon on the two cohorts. Mr. Moore noted the survey is specific to town employees, the Select Board, and any of their appointed committees.

## **8. Car Charger Discussion**

Dave Atherton stated there was a request for the expenses and revenue for the car chargers and he put together the pricing and how it was determined. He noted the charge points can be changed. Mr. Atherton provided a report for the last 90 days that includes the utility bills for the chargers, with the utilities costing the Town \$17 in June and \$20 in August, and the Town

realizing \$6.47 in charging fees for July. It is thought that once the construction is done on the garage, and the lot is more visible, there will be more usage. Brian Coolidge would like to see this service become self-sustaining to include the cost for kilowatt hours and maintenance. Mr. Atherton did not think there would be much maintenance costs. Mr. Coolidge suggested charging more or it is going to start costing the Town more. Tracy Wyman thought it has to be sustainable and the fees should cover maintenance costs and is not something the taxpayers should not have to pay. Nancy Leary was glad the chargers were installed and suggested if other chargers are being considered, the grocery store parking lot would be a good location. Tim Guiles stated the car chargers are a draw to the community and is a value that is worth observing. People are not charged for parking in other places in Town and they don't pay for the lighting of the downtown. Mr. Wyman agreed but thought the fee needs to pay for the charger and agreed with Mr. Atherton that it is too early in the program to tell what it is going to do. Tim Guiles stated where there are places with high density, there are penalties for staying in a charging spot once the cars are charged. Ms. Benedict stated many places are putting solar panels near their charging stations and asked if there are solar panels in that location. Mr. Atherton stated there are not solar panels on them and this area has limited direct sun so they might not be beneficial for that area. Mr. Atherton suggested revisiting the chargers in a year and advised that the Town not only received a grant for the car chargers it also received a park and ride grant to do the parking lot at no cost to the Town. The pricing is whatever the Board wants to charge. Bill Moore stated the Town likely also receives the local options tax from people that are charging to eat and shop in the Town. Cecil Reniche-Smith stated since May there has been so much activity going on in front of the area and she knows of people who were looking for the charging stations. She thinks there will be a marked increase in the use of the charging stations once the construction is completed. Sandy Mayo thought the people that live in downtown Brandon may want a policy where they pay a certain amount of money each year and have a designated space in the parking lot. Mr. Atherton stated the parking issue is one of the downfalls of people living in the downtown and is something that the Town needs to research and discuss further. It was the consensus of the Board to allow this program to run a year and the Town Manager will provide a report. Jim Emerson reported he spoke with Hannaford's about a super charger and they did not consider it a priority. He noted if anyone has a contact for Hannaford's, the Energy Committee would be willing to pursue this option as there are grants available and another spot would be good to consider.

## **9. Set Budget Workshop Dates and Times**

Seth Hopkins reported Neil Silins, Jan Coolidge, Barry Varian, and Doug Bailey are the members of the Budget Committee. Meetings for the workshops were scheduled between the Budget Committee and Select Board for Monday, November 21<sup>st</sup>, December 5<sup>th</sup>, and December 19<sup>th</sup> from 7PM to 9PM in the Town Hall basement.

## **10. Consider Heat Pumps for the Town Hall and the Police Department**

Dave Atherton reported he had a discussion with Dennis Marden regarding the possible installation of heat pumps in the Town Hall and it was decided to also include the Police Station in the quote. Quotes were received from Patch Electric, Fisher Electric and T. J. Plumbing and Heating with Patch Electric coming in with the best price. It was Mr. Atherton's recommendation to go with Patch Electric as they have done work for both the Police Department and the Town Hall.

**Motion** by Tim Guiles/Tracy Wyman to approve the installation of heat pumps by Patch Electric in the Town Hall at a cost of \$20,600 and the Police Station at a cost of \$19,800. **The motion passed unanimously.**

Seth Hopkins would like to consider taking the funds from available cash rather than from ARPA funds as he wants to have a more comprehensive review for ARPA funds. The Town Treasurer provided a statement from October 18<sup>th</sup> that indicates a \$784k fund balance. This is not the Town's only available money and there is also the Local Option Tax and ARPA funds. Mr. Hopkins suggested using the available unassigned fund balance for this purchase. Dave Atherton will call Patch Electric to determine when they can be installed. Jan Coolidge suggested there could be rebates available and Mr. Atherton advised that this has been included in the costing. Mr. Atherton also noted there will be significant savings with the installation of the heat pumps, especially for the Police Department.

## **11. Fiscal**

*a) Warrant- October 24, 2022 - \$471,751.14*

**Motion** Tracy Wyman/Ralph Ethier to approve the October 24, 2022, warrant in the amount of \$471,751.14. **The motion passed unanimously.**

## **12. Adjournment**

**Motion** by Brian Coolidge/Tim Guiles to adjourn the Select Board meeting at 8:56PM. **The motion passed unanimously.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary