

Bakersfield Regular Select Board Meeting  
May 24, 2021  
7:00pm

Meeting called to order at 7:01 pm.

Members present: Josh Goss (chair), Lance Lawyer, Gary Denton, Brenda Churchill, Terri Gates

Members absent: none

Residents/guests present: Mac Newitt, Audrey Haseleton, Susan Wooten, Steve Maynard, Alisha Panko, Linda McCall, Katie and Dan Forand, Megan Buckley

Motion to approve previous minutes, as written, was made by Gary, seconded by Lance, and passed by a vote of 4-0. (Terri not yet arrived)

Warrants signed:

Road Commissioner's order# 20&21-2021.	\$10,755.50
Selectmen's Order# 12-21	\$10,629.62

Josh began my saying that Steve Maynard had spoken to him, as well as Lance, Brenda and Dan, regarding the Class III road upkeep of King's hill Rd that the Select Board had agreed to have kept up. Steve wanted to know why the upper section of the road, from George Partridge's to the bottom of the hill, hadn't gotten graded and chloride at the same time as the rest of the road. He wanted the section that the board had agreed to be taken care of, to be cared for just the same as the rest of the road.

Mac explained that it will be graded. That the road crew grades and chlorides the heavier traveled roads first and then go back and do the less traveled roads. Mac said that the main arteries need at least 3 loads of gravel about 5000 gallons, and that the crew had laid down 12-13,000 gals of Chloride today to keep the dust down. Mac said that they have graded up King's Hill road where the Select Board had agreed to have maintained, once already this year and would grade it again as soon as they had the heavier traveled roads done. Mac assured them that they were not ignoring them, and Steve said that he appreciated Mac explaining it to him. Mac told the board and Steve and Alicia, that the crew would try to grade it on a rainier day to keep down the dust because he didn't think that he could get the tandem Chloride truck up there and turn around. Steve said that he understood and that he thought it would be fine without the chloride and that the dust would settle ok without it. The board asked Mac if he could crown the road on the pond side and maybe make the road a little higher in the middle. Brenda asked if putting chloride on the road there was ok since it was so close to the pond. Mac said it was ok because the pond was on an upgrade above where the chloride would go on the road and Mac said that the chloride was a low load and soaks in good and usually stays where they put it.

The board asked Mac about the Road Access permit at the intersection at the corner of Basswood and Waterville Mtn Rd. Mac said that he would have to check it out and come back to the Select Board. He said that it's flagged but he

needs more info. The board said that if Mac goes up and approves the Road Access Permit, then Tami or Kathy can email the board to come in and sign it. Mac said that the town water report was posted, and all residents received a copy.

Audrey-town treasurer

Josh told Audrey that he had seen that Audrey had posted looking for an assistant treasurer. Lance said that he had spoken with Audrey regarding her appointing an assistant within 10 days, and if not, then after the 10 days expire, the board would find and appoint an assistant. The board asked Audrey if she had found anyone or had any recommendations. Audrey said that she had met with Susan Wooten and that Susan was present, attending them meeting tonight. Audrey said that she thought Susan would make a good candidate but that she didn't know what procedures the board wanted to go through. Audrey said that Susan had been out of the work force for quite a while, but that she thought she would catch on quick.

The board said that they would like to hold an interview with Susan. They had questions about how often Susan would need to train and how much she should be paid, And also, how Audrey would train her if she wasn't through the training herself.

The board noted that Tami was appointed assistant treasurer last year and Tami said that she really hadn't worked in that position. She hadn't had any training. Abbey had had no need for her help, except at tax season in collecting taxes and a little during the audit...maybe 10 hours total the whole year, if that.

Audrey said that she had been Vera's assistant and that she had worked two mornings a week training, between 2 and 4 hours a morning, from March/April until November, until she got comfortable, and it's been a while. Audrey said that she didn't do payroll, that Vera had her way of doing things and could do them in her sleep. Audrey was more stuffing envelopes, not so much, hands on bookkeeping.

Audrey said that she still needs a lot of training so that there would be two people working together trying to learn the position. Audrey said that she spoke with Susan Sonski to pick her brain about taxes...what would happen next and when we have to do it, and that once everything is in place after the tax rate has been set, we download the info from her computer to generate the tax bills. Josh asked Susan if she had experience with Quick Books. Susan said that she had used it about 10 years ago. She said that she had worked for a word processing operation for a number of years and that she picks up on computers pretty quick. Audrey said that she was feeling more comfortable on Quick Books.

Josh said that Abbey used to give the board reports when she came to the Select Board meetings and that Abbey had brought a couple of reports to the last meeting, that she had shown Audrey how to do...The Profit and Loss Report and the Actual Balance of Accounts Report, listing balances of the Tupper Fund, etc.

The board asked Audrey to attend the Select board meetings twice a month for the next couple months and bring these reports each time as they prepare to work on the budget for 2022. Audrey said that she had only watched Abbey do those reports once and asked for a copy of the reports so she could try to produce another one. Tami gave Audrey a copy for her to work with. Lance thought that somewhere in Quick Books there should be a template for the reports.

Terri said that the board had more work to do on the assistant treasurer position, as to hours and pay, even though we have someone that is interested in the position. We kind of have the cart before the horse. Terri said that the duty of the assistant is to fill in when Audrey was away, to do the payroll and help during tax season and that everything else was to be done by Audrey. Josh thanked Audrey and Susan and said that the board would be discussing the assistant position and let Audrey know. And that they would like to meet with Susan again.

Terri said that she wanted to talk about how important it was to have payroll and bills paid on time and that the board had had a visitor that met with the board sharing concerns about late paychecks and incorrect amounts paid on bills. Audrey said 1<sup>st</sup> up, it's training, and 2<sup>nd</sup>, that Abbey is a very good trainer, she's really good at it and she really knows what she's doing, but it's been stressful some days, even though Abbey has bent over backwards, she has a lot on her plate with her beautiful children. It can get chaotic, and it was really hard with the children and training even though they are well behaved. Terri said that she understood that sometimes it's hard to train someone else when you know the job so well that it's automatic to you.

And Audrey gave the example of a certain individual who wanted their paperwork scanned to them and right now our scanner doesn't work. She didn't know that it wasn't working, and she thought it was something that she was doing so she spent an hour fooling around with the copier and reading the tutorial and finally she had to go to her house and use her own scanner. Then she found out Monday morning that the scanner was broken. Audrey said that she wanted to work on better communication. She said she reached out to this individual and said that the scanner wasn't working, and that Audrey could drop it off, but the person said no, that she wanted it to be emailed. Audrey said that she couldn't be held liable for everything, that she wasn't saying that she was completely not at fault, but that she can't be blamed when things don't work. Josh asked Audrey, that when things are working, there is no problem? He said that was all they could ask. Audrey said that this last pay period/payroll had 10 warrants, an unusual amount, more than she's used to. And that she'll keep plugging away and keep working harder and that she was getting more confident. The board said to keep up the good work and they would expect her at the Select Board meetings twice a month and to bring the two reports for the middle and end of the month, and thank you both for coming in.

The board said that they have tabled the Fire Dept proposed contract for the time being. The Fire Dept said that they had some adjustments to make on it and would get back to the board.

Lance said that FEMA was ready for the pre-bid meeting for the other roads...Jordan, Waterville Mtn, and Whitney. Mac said that they had over 3 bids, enough to choose from...SD Ireland, Goodhew, Gillian from Fletcher and Blow and Cody. He said that Tatro couldn't make it to the meeting but may still put in a bid. He said that Tyler was looking for a date to do the Goatpath pre-bid. He signed off on Trobridge and Jordan and that they had to upgrade some of the original repair plans. FEMA and the State had originally said that if the road standards matched the State Roads that would be sufficient but after the Hydraulic study was done, they discovered that that wasn't enough.

The board received the Emergency Dispatch contract from the Police Dept. for the next two years, 7/1/2021-6/30/2023. The yearly contract amount stayed at \$16,080.00, the same as last year. The dispatch amount in the budget is always put to the voters under the general budget but it's always a fixed fee. We can either accept it or not, which means we're either covered or not. Gary made the motion to accept the contract as written, Lance seconded it and them motion passed 5-0. The Board signed the Dispatch contract and Tami to mail it out.

Job descriptions for the road crew were briefly discussed. Gary had sent the job descriptions from Enosburg that had categories of Foreman, operator and labor. Bakersfield's categories are Road Commissioner, Foreman, and Road crew. The board asked Mac to talk to the guys to see if there was anything particular that they wanted added. Mac said it would be easier if the board showed the road crew the board's job description and then the crew could add, etc, or make more accurate what they had written.

The board talked about concerns brought to their attention regarding the lack of permits for Westcom's Snack Shack building that is going up, which looks to be more than 100 square feet. The board said that they believed that a letter regarding zoning regulation was in the works. Someone said that it looks like the equipment had already been moved in. They would need an approval for a business and parking. The concern changes when the building is built to be permanent. It was also pointed out that it was not built on his own land and who would need to get the permit.

The board asked that Melanie be invited to the first regular Select Board Meeting on June 14<sup>th</sup>.

Brenda asked about zoning regarding residential and business districts. Do we have a business zone?

Josh said that he had gotten an email from the ATV club asking to attend the June 28<sup>th</sup> meeting, that was the earliest meeting they could make.

Terri said that she had a question. Was she the only one that was under the impression that the sticker was always understood by the club to be part of building the ATV ordinance and she was under the impression that the town and the club were working together. Gary said that since VASA has moved out, it's been great and peaceful. Josh said that the board has had multiple dialogs discussing the ordinance which was posted and accessible, and he guessed that they really hadn't believed that the town would really charge the 10.00 dollar fee for the sticker. But Terri said that they did know that. Brenda said that we need to understand that there are really two entities...Northwest Wheelers and VASA, which governs Northwest Wheelers. Brenda said that VASA is supposed to provide some signage, compensate law enforcement and admin costs, and to have a lobbyist and lawyer that represent VASA, involved at the Statehouse. Brenda said she's never met them but she's sure that they exist.

Josh said that a lot of riders were confused as to why the town was charging the sticker fee, and they were very respectful when it was explained where this money was going, to repair the roads from the damage of ATV use. Josh said that then the biggest question that they had was where the money collected by the VASA fee was going. He supposed that VASA, at the State level, felt that they could charge a fee, but the town can't. Josh said that Tim and Dan will be at the board meeting at the end of June. Josh said that they were trying to find some common ground, we've gone from one extreme to the other. He did note that Tim had gone on to Facebook and responded to some misleading posts by explaining that Bakersfield had not kicked VASA out. There were some posts from Mr. Curtis, the old Northwest Wheelers president, that were badmouthing Bakersfield. Josh said that his personal opinion is that the board has zero intentions of changing the ATV ordinances for this year. If Tim and Dan have a great idea to satisfy both parties, then we could consider it for next year. The board is to check with VCLT to see if the person holding the constable position can park somewhere and check ATVs. Josh said that it's not just a town issue, it's a state issue and won't be resolved until the state deals with it. Josh said that he had told Sheldon, if you want to keep your sanity, keep your roads closed. The board is willing to continue to discuss this issue.

Josh said that any income from the stickers has to be designated and used exclusively in repairing the roads and providing signage regarding ATVs. Mac said that he could highlight the road repairs made due to ATVs.

And as far as parking, Brenda said that there are private landowners that are willing to let you park on their property, she's not providing a list, but they are there. She asked if Bakersfield maintains a summer parking policy. We need a sign on County Rd that says No ATVs, and one on the end of the road by the store. And also, the Avenue and Lawyer Rd. Mac said he thought there were already signs on those, that he had had them put up. He said an aluminum shortage was delaying the town's receiving the signs.

Mac said that David had the gates up on Skinner Hill.

Discussion returned to the topic of Assistant treasurer. Two days/week? Trained or just assisting Audrey with what she needs done? Terri did say that it's hard to train when you need to be trained yourself, and that she was disappointed that Abbey had brought her children in while she was training. She said she felt that it was not really fair to Audrey who was trying to learn and that we owe Audrey a little more training. Brenda said that there is a Quick books training online that is free and that the board should talk to Audrey about that. Brenda said that she would do some research on that to show Audrey and Susan.

The board have the right to have a job interview with Susan to see what's needed. We first need to know what we are interviewing for...what we are looking for her to do. The board is also to ask if Susan and Audrey will take the Quick Books tutorial together. The assistant would be available for emergency/vacation fill in and tax season help. The question was asked what was reasonable for the pay amount. The board asked Tami what she got paid and Tami said that she was paid 20.00/hour whether she was working as Select board secretary, Town clerk assistant, or treasurer's assistant. The board thought maybe 15-20/hour, depending on qualifications and experience. They would require a resume and work history.

The board decided on holding a special public meeting on June 7, to speak to Audrey and Susan. Minutes are needed, since it's a public meeting, but no zoom link.

The board made a note to ask Melanie about the development group going in across the road from Heather Jewett. And also, to have Melanie send a letter to the owner of the barn that is falling into the road at the beginning of Waterville Mtn road. That would be a zoning issue. And the Geddes barn is a similar thing.

Gary made the motion to adjourn the meeting at 8:42pm, the motion was seconded by Lance and the motion passed by a vote of 5-0.

The Special Select board meeting is to be held on June 7<sup>th</sup> at 7:00pm.

The next Regular Select Board meeting to be held on June 14<sup>th</sup>, at 7:00pm.

Meeting minutes recorded by Tami Brennan.