

Bakersfield Regular Select Board Meeting
Monday, April 8, 2024
7:00pm

Meeting was called to order by Josh Goss at 7:00pm.

Members present: Josh Goss (Chair), Lance Lawyer, John West, Nicky Cribb, Todd Cosgrove

Members absent: none

Residents/Guests: Sue Sonski, Wendy Cobb, Mac Newitt, Ryan Ovitt, Sharon and Pat Evans, Mark Doremus, Dan Forand, John Vickery (Tyler Technologies), Sarah Jo Marcotte, Tami Brennan, Tom Jamison

Previous minutes: Lance made the motion to accept the March 25, 2024, meeting minutes as written, John seconded the motion and the motion carried with a vote of 4-0, Todd abstaining having not been present at the last meeting.

Warrants signed:

Road Commissioner's Order #14&15-2024	\$18,960.44
Road Commissioner's Order #5-2024	\$1,308.24
Selectmen's Order #8-2024	\$5,760.78

Finance- Tom gave the board updated finance reports in two formats and explained the set-up of the new format to see how the board liked it. He said that the new one was generated from Quick Books where all the data is entered and then doesn't have to be re-entered so there would be less room for error. He pointed out the column for % of budget used, and other features and the board said that they liked how the report was set up. Josh made a note that under equipment repair, we budgeted \$27,000.00 to be voted on to bring the equipment repair back up to a beginning balance of \$35,000.00, where we like to begin each year, so that the balance of the account can be different than what we budgeted for. Josh asked Tom to check in with Mac when he sets up the Road finance report. Tom said that all signature cards have been updated and he will check on the Quick Books update for the next time.

Listers- Sue Sonski, Sharon Evans and Pat Evans met with the board. Pat submitted his resignation letter saying that he ran for the position because they needed someone to help and then came to learn that the job is more like a career. He said that it's expected to take 3 years to learn the job and said that he was 78 and in 3 years, by the time that he would be a qualified lister, he might be ready to call it a day. He said that he's enjoyed it, but he is willing to step down. Sue said that Tami Brennan is interested in doing the job and the listers are asking the board to appoint her to the position.

Todd made the motion to accept the resignation of Pat Evans, John seconded the motion and the motion carried with a vote of 5-0. The board thanked Pat very much for his work.

Lance made the motion to appoint Tami Brennan to the office of Lister for the remainder of this year, Nicky seconded the motion and the motion carried with a vote of 5-0.

The listers presented the board with two bids for the new reappraisal. Tyler Technologies bid of \$87,400.00, and they could begin 7/01/2025 and be completed by June 2026. And NEMRC's bid of \$81,000.00, who won't be able to begin until 2026 and will not be completed until 2028. Sue said there is a substantial time difference, and dollar difference of \$6,400.00. Sue said that NEMRC's proposal leaves all contact and appt set up to the listers which will take an immense amount of time and that they are not set up to it. Tyler Technologies has a contact protocol and will set up their own appts etc. John Vickery from Tyler Technologies attended and spoke to the board via zoom about payment schedule and answered various questions from the board. He gave the board his contact information for any more questions and if they would like him to attend a meeting. The lister's strongly recommended the bid from Tyler Technologies to the board.

The new Vermont law requires a new reappraisal update to be completed every six years now. The board said they will need to include the funds that we are still lacking in the Reappraisal Fund, to be included in the budget in increments to meet the cost of the Reappraisals.

The board to consider and give an update to their decision within a month.

Ryan Ovitt- met with the board to request trucking some gravel for Bakersfield Little League from Cooks gravel in Coventry and leave it at the ball field. Mac said that he was willing. John made the motion to extend the service of trucking the dirt to the ball field, Lance seconded the motion and the motion carried with a vote of 5-0.

Sarah Jo- met with the board to discuss a proposal that she submitted to the board at their request, to redesign out town website. Todd made the motion to accept the proposal as written. Nicky asked what the time frame they would expect. Sarah Jo said that she feels confident that this could be up and running by July with no problem. Nicky said that we really needed to do some branding. Sarah Jo said that she has a background in marketing and branding is really her wheelhouse. Sarah Jo said that for non-profits and for our current interests, branding is important to build community. Whether we realize it or not, we respond to brands and when they are lacking then we don't. We want to get our community on board and in further months, we could extend it to get a social media presence and create documents with our logo or letterhead. Josh amended Todd's motion to accept the proposal as written with the amendment of appointed Nicky Cribb as the point person on the board with whom Sarah Jo will deal with directly. The motion was seconded by John and the motion carried with a vote of 5-0. Sarah Jo's website design proposal to be found on the last page of these minutes.

Wendy Cobb- met with the board with an update from the library. She thanked the board for signing the request to use the Town Common for the Eclipse Event. She said they had 45 people at the event and only 2 were from the town of Bakersfield. She said that they had people from Oregon, Ottawa, New York City and all over. Wendy gave the board an update on the status of the preparation for the grant application for the library. Kate Cribb is making new drawings to be used with the application. Wendy said that they have met with Brian Westcom and he said our permits should be good for a year and can be extended by request. Todd said that they should check with the state for a fire code requirement. Todd made the motion that the Town of Bakersfield waves town permit fees for the library construction project. Nicky seconded the motion and the motion carried with a vote of 5-0. Wendy said that Brian remembers that the septic system was put in in the early 90's. In 2001 Ray Hango out of Enosburg dug down to the tank which they found was below the level of the cellar floor and could find no evidence of a leach field. Mac said that the old fire station might be available for the storage of books and bookcases. He said that they should put them on pallets to keep them dry. Wendy said they expected to only need storage for a max of 2 weeks. The library to close May 9, to transport the books and bookcases, then patch and paint, and then the flooring will be torn out and laid down and then move the books back in. Todd said if they painted after the floor removal and installation, it would seal any residue left behind by the removal of the asbestos floor. Mike O'Rourke is to ask the ROTC to help move the books and maybe pay a few strong youths to help.

Roads- The board signed some annual state paperwork. The Town Road and Bridge Standards, Annual Financial Plan for Town Highways, and updated Select Board members names and contact information.

Mac said that they received an update from FEMA and they said that there was a difference of \$460.00, to their favor, and they want to know if we want to pursue it. Mac said that he and Lance say no. The board agreed that it is not worth it to seek the \$400.00. Mac to respond so that it speeds up the process.

Lance said that the Belvidere Road Commissioner was interested in looking at the grader. Josh said that a Select Board member from Sheldon would like to set up a time to come and see it. They will give them Mac's contact info to set up a time.

Josh said that he drove the roads and they are looking pretty good and mentioned a few places to maybe place some gravel. John said that he rode the roads as well and that the roads look a lot better. The crew to set up a future plan for ditching this year, certain roads. Josh said it's early yet and our first whole summer with an excavator. We had a road appraisal done through the storm water grant and they set up priorities for us to work and repair. Certain slopes have to be stone lined, some fabric lined and seeded, to bring it up to

state standards. Lance said any roads that are hydraulically connected to streams bring a higher priority. Josh said he would like to see a restoration, ditching both sides of the road, re-graveling and re-defining, with clean ditches. Josh said that we have lost some of our ditch lines because of our previous lack of equipment. He said we have the pit and now the equipment.

MERP Update- John has emailed for an update but has no response yet.

Hole in Town Hall Roof- Mac said there used to be a vent pipe there and it has gone. He said they discovered it when Mark went up to close a window that a bid must have opened. Mac said that back when David Ovitt was on the board, we had some slate replaced up there and the board was notified that a vent pipe up there needed attention, but the Select Board didn't address it. John said we could have a vent pipe with a cap put up there. The board to get info and bring to the next meeting.

The board approved the Country Club Liquor License. Nicky made the motion to approve the Liquor License for the Bakersfield Country Club, Lance seconded the motion and the motion carried with a vote of 4-0, Todd abstaining.

Ginger Parent was reappointed as Town Health Officer.

Constable Information Update-Todd said that he attended a meeting with neighboring towns, the VLCT and with the retired Chief of police of South Burlington and he recommended not using a town constable. The Constable can write an administrative fine without having any training, but not a ticket where they need to go to court. Todd said that since the State Police did not have enough personnel to contact with and the Sheriff dept didn't either, Richford and Enosburg are talking about starting a police dept and asked if Bakersfield would consider contracting with them. Todd said that 44 people replied back to his survey. He said that 33 felt that we had a safe community and 32 were willing to contract with a law enforcement dept. Todd said that he told Enosburg that we would get back to them. Josh said that if the Sheriff's dept and the State Police dept are having trouble getting personnel, how does Enosburg expect to recruit personnel. Todd said this is just in the discussion stage. Todd said that the State Police responded to a call from Bakersfield this morning although they were reluctant to do so. Josh said that the first step in helping our town is to make people aware that the State Police said that they can't respond without a call. People need to call them. If we can show that people have called and have not gotten a response, then we could decide what to do. Nicky said that she has called regarding a speeder at specific times of the day but has gotten no response.

The board discussed getting a speed cart set up. The sheriff dept has told us that we could use the speed cart anytime. Todd to make the call to set it up.

Todd to respond to Enosburg and let them know that we are interested to see how their discussion develops. Lance said if they have a meeting and Todd cannot attend, that he would be happy to attend in his place.

Village Designation Authorization Letter- Lance made the motion to authorize Josh to sign the authorization for Linda McCall to apply for an update for the Bakersfield Village Designation. Todd seconded and the motion carried with a vote of 5-0. Josh signed the authorization letter.

New Mail- Randy Mathieu wrote the board concerned with the fire site off the avenue, regarding septic safety, etc. The board said that the owners are obligated to follow our zoning by-laws.

Mike Gawne wrote the board regarding the fees that were due to him for legal fees of drawing up a note. The fees were to be paid by the grantors, but Mike did not write those terms into the note contract. The board said this is between the grantors and Mike Gawne, not the town. The grantors have made all their payments to the town on time.

Brigham Update- Lance had a meeting with the Brigham Residence contract advisor, NWRPC, the Franklin Center Development Corporation, Thursday on zoom. Lance said that they are talking to someone who is interested in investing in the project as his wife graduated from Brigham and paid \$100.00 for 2 sets of 4 chairs from the townhall. Lance asked the board where they should put the money. Todd made the motion to put the money from the sale of the chairs into the Brigham Residence Fund, Nicky seconded, and the motion carried with a vote of 4-1, John voting no, as he thought that the money should go toward the purchase of new chairs.

Todd spoke about the War monument on the common. He said that he spoke with Joe Paradis, who had called the Congressional delegation because Bakersfield was not moving forward with the engraving on the monument. Todd wants to move ahead with this and would like permission from the board to do so. He said that he has looked over the paperwork and all is in order. Todd said that he would like to form a monument committee. Todd said that he would like to have the DD214 form and the GB22 form accessible on our new town website. Todd said that he will ask Joe to inform the Congressional delegation that Bakersfield is moving forward. Todd said that he would bring back the quote for the next meeting.

Lance wanted to remind the board that at the next Regular Select Board meeting, April 22, at 7:00pm, the contract advisor for the Brigham Residence Project, along with Kathy Lavoie and Tim Smith, will be attending to update the board on the Brigham project.

Reminder: **Brigham Residence Presentation is to be held at the Townhall on May 13 from 5:00pm-7:00pm.** Prior to the Regular Select Board meeting to begin at 7:00pm.

John spoke about the open town auditor position. Tami to contact the Bronz's and ask if one of them would be willing to fill the one open position for another year.

Todd made the motion to adjourn the meeting, John seconded the motion and the motion carried with a vote of 5-0. The meeting adjourned at 9:21pm. Meeting minutes recorded by Tami Brennan.

SARAH JO MARCOTTE

sarahjowilley@gmail.com | 802.827.3297 or 802.782.4541

March 29, 2024

Town of Bakersfield Selectboard
PO Box 203
Bakersfield, VT 05441

Dear Members of the Selectboard,

I was approached by John West about design work for the Town. Please accept this letter as my proposal to redesign the Town of Bakersfield website. My freelance graphic design and web development work has spanned two decades and is rooted in an educational background in Marketing & Advertising and professional experience across non-profit, for profit, and entrepreneurial ventures.

Some examples of my work:

www.creativemusevt.com (logo, site, and associated work)
www.ljwmemorial.org (site)
www.strongbeautifulwoman.org (site and logo)
<https://sarahjowilley.wixsite.com/whatloveis> (site, logo, and associated marketing materials)
www.larrystreefarm.com (site development, logo)
www.vermontweddingceremony.com (site, logo)

I am approaching this project proposal from a place of service to my community and not as a profit-making endeavor, as reflected in the proposed investment.

What am I offering?

- A complete redesign of the Town of Bakersfield website with a focus on:
 - Visual appeal
 - Logical organization and ease of navigation
 - Optimization for mobile devices
 - Consistent branding
- Migration of current web content
- Training session for town personnel on updating and maintaining the site
- Integration of social media
- Tech support regarding website

Investment \$2500 | *Community discount: \$1000* | **Total: \$1500**

I welcome the opportunity to discuss this project with you.

Sincerely,

SJ