

Selectmen's minutes of meeting April 8, 2020

Members present: Mark Newman, Brian O'Rourke, George Riley by remote,
Joanne Grybosh by remote, Dolores Harasyko, by remote

Public participation provided by call in

Called to order at 9:05 a.m.

Minutes reviewed and signed

No purchase orders

Kathy Burrows from the Cemetery Committee participated by remote to provide an update on the Cemetery records. The Cemetery Committee has found inconsistencies in the records which has led them to do much additional research in order to enter all the data onto the CIMS software. So far they have entered into the CIMS software only the lots that have no conflicts and have marked them as sold lots on the cemetery map. They are getting some of their information from index cards, obituaries as well as on line services.

Brian asked how long before all the data gets entered. Kathy responded it takes about an hour to one 4 plot grave. Only one person can work on the software at a time.

Brian would like information breaking down how many plots are available and how many have been sold. Kathy responded that there are 9 sections to the main cemetery with 955 lots in total. George asked if she responded to Joanne's list of questions, Kathy responded that she did not get them. Joanne sent them yesterday. It may have gone to the wrong email address.

George asked if the town owns the software on a town owned laptop. Kathy responded yes and that the software is saved to the cloud.

George asked about setting up a meeting with prior cemetery supervisors, Mr. Atwood and the Cemetery Committee to do a walk through and take notes lot by lot. Mr. Atwood said he would contact Richard Campetti and set this up.

George asked Mr. Atwood if there is anything he needs from the town. Mr. Atwood needs documentation on where the sites are to be opened.

Brian asked Mr. Atwood how he would like to move forward.

Mr. Atwood responded that he cautious and will work with Kathy. Kathy agrees to participate with the upcoming burial but moving forward does not want the roll as the cemetery superintendent, she would like that roll to be held by Mr. Atwood. Kathy would agree to keeping the records up to date. Mark asked Kathy to oversee the upcoming burial, she will.

We received a letter from Bob Tarasuk requesting another extension on the Yanner Park logging job. George responded that the Yanner Park logging job has been going on for a long time, they have already gotten a year extension that recently expired on Feb. 14, 2020. The Selectmen sent a letter stating that as of Feb. 14, 2020 no more cutting, logging was to stop and they need to repair any damage done and remove all equipment. Mr. Tarasuk is asking for an extension with no end date. George is opposed as they have had many years to complete this job. Dolores will look into getting a copy of the logging contract. George expressed concerns about a logging job

on an abutting property. Brian responded that they previously voted to give them permission to use the logging road on Yanner Park to access their property. Brian is concerned about the completion with conditions to repair pillars, fencing and any other damage. Mark stated that we will re address this at next week's meeting.

Adam Brown from the Yanner Park Committee stated that they do not have a problem with logging being finished, they would like them to clean up the Town Hill Road side.

Kathy Jacobs is concerned about oversite and wants to make sure all conditions are met before the logger leaves.

Brian's main concern is that the logger would walk away without completing the job.

Discussed the FY2021 Warrant. Mark asked Joanne if she has given the final numbers to Dolores, she has not. Brian will leave his copy for Dolores to work off of. Dolores has a draft copy of the warrant ready but is missing final budget numbers for some of the departments.

Kathy Jacobs wants to have time to allow the Finance Committee to vote on each article. She is also concerned that she has not seen anything in writing about the prop 2 2/1 overage.

Brian responded that we are working off the spreadsheet provided by the Finance Committee.

There is still a \$600 discrepancy. Dolores will continue to work on the draft version.

Discussed the date of the next Selectmen's meeting, it will be next Wednesday, April 15 at 9:00 a.m.

Town Manager updates:

Joanne will extent the remote conference meeting time to 90 minutes.

She continues to work with the Cemetery Committee.

Continues to provide up to date Covid-19 information

She is working with the Board of Health to prepare a document regarding rentals and short term rentals.

We have a bid opening next week for the backhoe.

She explained the pending Combuys posting, people are not responding, businesses are closing so projects are being put on hold.

George asked about the status of the advertising of the Transfer Station attendant. Joanne has not posted that yet.

Dolores explained the difficulty in getting office supplies. We have used Staples for over 20 years. Due to the Covid 19 Staples has reduced their staff and are having a hard time filling and delivering orders. Dolores has been trying to order toner and ink cartridges for many departments for 5 weeks. One department ran out and had to use their own credit card to find toner on Amazon. Dolores explained that no one should use their personal credit cards because you could be earning points or rewards, which has a value to them. She asked about the town credit card Joanne was working on with Berkshire Bank. It has not happened yet, Joanne would prefer that the Treasurer obtain the card since the treasurer is bonded to do so. All the Selectmen agreed to have Treasurer Teresa Spohnholz go forward and apply for a Town credit card.

Dolores asked about a laptop bill. To her knowledge the Town Clerk was the only new laptop purchased due to the Covid 19 emergency. She does not have any other purchase orders for any other laptop. Joanne will follow up with John Shannon to find out who ordered one.

Mail reviewed

Warrants reviewed and signed

Meeting adjourned at 9:55 a.m.

Mark Newman

Brian O'Rourke

George Riley