

Selectboard Meeting Minutes

September 11, 2023

Present: Doon Hinderyckx, Frank Severy, Pat Harvey

Guests Present: Kristen LaPell, Julie Smith, Tom Paquette, Nancy Woolley, Michele Schnabel, Orca Media

Guests Present on Zoom: Orca Media, Robert Franks, Martha Slater, Troy LaPell, Jeff Gephart

Doon called the meeting at 6:15 p.m.

Doon confirmed the open meeting law conformity.

Doon moved to approve the August 28, 2023, meeting minutes. Pat seconded. All in favor. So, approved.

Cemetery Issues, Expenses & Requests: Cemetery commissioner, Tom Paquette spoke with the board about the condition of the town cemeteries. He explained the town budget basically takes care of the mowing and clean up in the spring. After a meeting with the commissioners, he submitted to the board the Deferred Maintenance Report, which is included with the minutes. His concern is the finance costs needed to work on projects described in his report. The summary of critical items include road maintenance, fence maintenance, brush removal, replacing fallen stones and repairs to dozens of broken and leaning stones, fountain repair, entrance signs and digitizing records. The board asked Tom to bring some quotes for what the costs would be for projects and prioritize those projects. Nancy asked the board if ARPA funds could be used to help with the costs of repairs. She indicated a need for \$30,000. The board would like the Cemetery Commissioners to create a list of priority items with costs and submit a proposal. Tom noted at least 16 dead trees would need to be removed. Some are large and some are not too big. The commissioners agreed to return with costs for the critical items.

Office Closings in October: Julie noted the Town office will close at 4 pm on Tuesdays in October to attend the Budget and Finance meetings beginning October 10 through December. She also announced the office will be closed on Friday, October 6 and Thursday, October 12.

Highway Updates: The West Hill Bridge is nearly finished. They are finishing up with the railings. Frank announced the International is in for repairs.

Energy Updates: Jeff addressed an email he had sent out to the board regarding questions about the Municipal Energy Resilience Program (MERP) application. The board will need to identify an Authorized Representative and a Primary Contract. Doon moved to appoint Jeff as both the representative and the contact. Pat seconded. All in favor. So, voted.

Grant Updates: Kristen shared she will be working with Carlos with FEMA for the July storm event. Nancy shared they have received another grant application for the Trees and will be

deciding what the needs are for replacing older trees on the park. Pat shared the Safe Route to School Grant will take place in 2025. They will have to decide what to do temporarily about the sidewalk down from Brook Street that is in bad shape until the Grant work begins.

Doon moved to adjourn at 7:11pm

Respectfully submitted,
Julie Smith

Rochester Cemetery Deferred Maintenance Report

September 11, 2023

Road Maintenance:

Bingo: hardpack entrance, 25'x25'

Woodlawn: hardpack end of pavement to south end, 525'; hardpack middle road, 150'; hardpack before bridge, 75'; hardpack extension loop road, 850'.

TOTAL: 1650' x 12' wide.

Fence Maintenance:

Village: scrape and paint wooden fence; repair chain link fence behind Valley store.

Woodlawn: scrape and paint wooden fences. Including replacing one board, straightening posts.

Brush removal around perimeters, including limbing up trees (requiring lift), and removing dead trees:

Bingo: 24 hours (disperse brush in adjacent woods). Two dead trees.

West Hill: 16 hours (disperse brush in adjacent woods). Five dead trees.

North Hollow: 8 hours (remove brush from site). One dead tree.

Village: 40 hours (remove brush from site). Four dead trees, two may be on store property.

Woodlawn: 40 hours (remove brush from site). Four dead trees.

Check conditions at **Little Hollow** and **Tupper**

Replace six fallen stones in old lots onto their base in **Woodlawn**

Repair dozens of **broken and leaning** stones in all cemeteries.

Fountain repair or replacement in **Woodlawn**

Entrance signs for all seven cemeteries with rules and regulations.

Digitize records and maps for all cemeteries