

## WORCESTER SELECTBOARD REGULAR MEETING

### Minutes

Monday, August 2, 2021, 6:30pm

**Select Board members present:** Ted Lamb, Roger Strobridge, John Kaeding  
**Guests present:** Katie Winklejohn

#### **HOUSEKEEPING**

- Ted called the meeting to order at 6:30pm.
- Ted moved to accept the minutes from July 19, seconded by Roger, and unanimously accepted.
- Additions to agenda: Roger requested amendment to agenda to allow discussion of Worcester buildings' heating systems. Seconded by Ted, amendment approved.

#### **DEPARTMENT REPORTS**

##### **Highway Department**

Brian is away on vacation but left an update in his absence:

- Worcester has not needed to hire flaggers as current staff has been able to handle this requirement.
- Norton Road grant request has been completed.
- Roadside mowing scheduled for week of Aug 16.
- Minister Brook paving scheduled for week of Aug 30.
- Worcester's reassignment to highway district 6 has occurred.
- We had a long discussion regarding FEMA and their requirements for standardization of procedures. ACTION: We will clarify need for procedure updates when Brian returns.

##### **Town Clerk/Treasurer**

Katie finished printing Worcester Tax bills today – 478 bills will be sent tomorrow.

State Archivist was recently in Worcester giving Katie suggestions for preservation of items stored in Town safe and prioritization regarding items that can safely be stored in less secure locations.

#### **PUBLIC INPUT**

None.

#### **NEW BUSINESS**

Roger reports that the boiler in Town Garage is faulty. Also, the heating system in both the Town Hall and Business Office need inspection. Repairs or replacement entails long lead times. ACTION: We will get our heating/plumbing agent to evaluate our systems and provide quotes for required repairs

The sprinkler system in the Town Hall remains in compliance with regulations.

## **OLD BUSINESS**

Social Media Policy – VLCT provides standardized policy for Vermont towns. The Select Board agrees that such policy would be appropriate and helpful for Worcester employees. A draft of this policy was presented. We will review final draft at next meeting.

Flood Zone Administrator – Issues around appropriate spacing from river borders have made it clear that an administrator for Worcester is needed. We will pursue this matter over the next weeks.

## **BILLS**

Signed as presented.

## **ANOUNCEMENTS**

The next regularly scheduled Select Board Meeting will be held in-person at Town Office on **Monday, August 16, at 6:30pm**

The meeting was adjourned at 8:10pm.

## **ATTEST**

John Kaeding