

**TOWN OF WORCESTER, VERMONT**

**MINUTES OF THE SELECTBOARD-REGULAR MEETING  
March 20, 2017**

**Select board members present:**

Cheri Goldstein

James "Ted" Lamb

Jeff Salvador

**Guests present:**

Katie Winkeljohn (Town Clerk)

Judy Knapp

Stewart Clark

The meeting was called to order by Ted at 6:32 p.m.

Cheri moved to accept the minutes of the last meeting, Ted Seconded, and Motion Passed.

Selectboard Reorganization, Jeff Salvador as Clerk, Cheri motioned, and Ted seconded, passed.

Chair Nomination of Ted Lamb, Cheri Motioned and Ted seconded, passed

Ted motioned to accept the policies and procedures of the last Selectboard, Cheri seconded and motion was passed.

Discussion on National Flood Insurance, Katie Stated she would look into it to see if the Town was participating and insured in any way.

Meeting Time and Date, Ted moves to keep the meeting time and date the same being the first and third Monday of each month unless on a federal holiday. On the weeks of a federal holiday the Selectboard shall meet the following Tuesday at the town complex at 6:30pm. Jeff Seconds the motion and it passes.

Motion to keep the Times Argus as the official paper of the Board, Ted motions, Cheri seconds, motion passes

Recognize Officers,

Chair of the Planning Committee, William Arrand

Erika Holm as Animal Control Officer

Ted Lamb as Health Officer

Cheri motions, Jeff seconds motion passes to recognize the above in positions stated.

**Public Input:**

Tree by Town Hall has branches next to building that have been damaged by snow off the roof. This tree has been designated as the “memory tree”. Cheri asked for a plan for removal and replacement.

Haying the Ladd Field prior to 4<sup>th</sup> of July Fireworks . Local Residents and Farmers Dot Davy and Jessie LaCombe interested in Haying the field where the Fireworks will be ignited and displayed . Board asked that an official plan be presented at the next meeting stating their intentions with a timeline for Haying prior to the fireworks. Discussion about the brushhogging last year and the picking up of the dried hay ensued. Agreement to not have that done again as caused too much work picking up the dried hay by hand.

**New Business:**

Firework Permit presented by Judy Knapp. All members of the selectboard signed the permit allowing Northstar Fireworks to conduct the Fireworks Event .

Katie started a discussion about bringing the Towns Land Records into the 21<sup>st</sup> Century and looking at new systems of software to do so. She presented a quote from RICOH on a scanner/copier/printer to then put all these records into the “Cloud” and be backed up for safe keeping. There was a discussion about leasing the equipment and the costs short and long term of doing so. There also was a recommendation by the board that before any machine and software lease be signed, there would be two more quotes from different companies accepted for similar equipment and software. Katie agreed to get two more quotes and to also contact towns of similar size to see what updates if any they have made to their Land Record Systems and who they would or would not recommend. Update at the next Selectboard Meeting.

Katie stated that Efficiency of VT (EOV) went through all the town buildings and evaluated their current lighting systems, with the intent of replacing with LED lighting systems. EOV stated that there could be a 30% savings approximately in lighting costs right off the bat. The Selectboard asked that there be a request for bids drawn up to have all of this work be done, as several of the fixtures needed to be replaced in a few of the buildings. Katie agreed to get an estimate so we could get the draft of the bid description drawn up.

**Old Business:**

Town Hall Floor refinishing discussion ensued. There was a brief discussion on the sprinkler system and the replacing of it, and Ted recommended we get this system replaced prior to having the floors refinished to prevent any damage while switching the system over. Discussion on whether to do the first floor and second floor, or just the first floor. Also discussion on timeline of completion of work once started and contractor carrying the proper workmans comp insurance and other required insurance. Clean up of the aftermath of replacement also discussed. Agreed to discuss the RFQ at the next selectboard meeting mainly to decide on the context.

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Aspirations/Goals

Cheri wants to make sure all are trained before she leaves at the end of her one year term.

Ted, floors in town hall, maintenance plan for buildings, lighting.

Katie, land records systems update, financial policies and procedures being updated.

Jeff, unaware of need to present aspirations and goals, so none at this time.

**Announcements:** The next regularly-scheduled Selectboard meeting will be on at 6:30 pm at the Worcester Town Clerk's Office on Monday, April 3, 2017

**Bills:** Signed as presented by all members of Board present.

The meeting was adjourned at 8:05 pm

Attest: Jeff Salvador