

Bethlehem Board of Selectmen

Meeting Minutes

Bethlehem Selectmen Office

November 10, 2014

Present: Chairperson Laleme, Selectman Blanchard, Selectman Culver.

At 6:00 pm Chairperson Laleme opened the meeting.

The Board reviewed budgets. Jack Anderson came before the Board to discuss his Fire, Ambulance and Emergency Management budgets. Chief Anderson explained he had some increases in training and dues for the fire budget and will be keeping Emergency Management the same at \$1,000.00. Ambulance has some increases in Training, Services/supplies, and equipment Purchase. Chief Anderson said they just had to put in rear springs on the ambulance and said the ambulance will need to be replaced soon. He said it would be approximately \$150,000.00 for a new ambulance. Chairperson Laleme asked Chief Anderson about some recent purchases made including a CO2 & Pulse OX monitor for \$1,205.00 for the ambulance. Chief Anderson said they needed a second one to keep on the truck. Chairperson Laleme asked the Chief his policy on when to take someone to the hospital when detecting carbon monoxide and the Chief said he believes there should be protocols on that. Chief Anderson reviewed the amounts he will be requesting for Capital Reserve (10,000 for safety equipment, 10,000 for new or used fire truck, and 20,000 for new or used ambulance) with the Board. Chief Anderson also discussed with the Board some renovations that are needed in the fire station that will cost approximately \$5,000.00 and asked if he should do a Warrant Article or put it in the budget. It was suggested that he add a station maintenance line to his budget.

Chief Ho-Sing-Loy reviewed the police budget with the Board and explained that it was approx. \$3,400.00 lower than last year. The Board suggested he put that amount in his salary line to give raises to his officers. There was discussion about animal control and the Chief said they do get quite a few calls about dogs. Chief Ho-Sing-Loy said he will be asking \$15,000 for a cruiser and \$5,000 for equipment for Capital Reserves this year.

The Board discussed the CAP from Primex to lock in the % that the Workers Comp will increase over the next 2 years. The maximum % that it will increase with this agreement is 10%. Chairperson Laleme moved to agree to sign the CAP agreement. Selectman Blanchard seconded. Carried 3-0.

The Board discussed an agreement for a Welfare database service provider for \$152.70 which will enable the welfare director to have access to statewide history and standardized forms with abilities to calculate budgets. Chairperson moved to approve the agreement. Selectman Blanchard seconded. Carried 3-0. A new line item in the welfare budget will be created for services/supplies.

Chairperson Laleme read a letter from Healthtrust about a distribution for dental insurance and moved that 50% of it get dispersed to employees who paid for dental in 2014. Selectman Culver seconded. Carried 3-0.

The Board discussed an email from the Conservation Commission about not allowing hunting in the Town Forest and how they researched this and make a good case about safety concerns because of trails and being close to houses. Chairperson Laleme said she agrees with them. Selectman Culver said he does not agree with the reasoning but that it should be posted property not just on the access sign. He said it should be posted on all sides.

The Board reviewed the fuel quotes. Selectman Blanchard moved because of history of willing to work with us and way they separate winter/summer blend on diesel to continue with Jesse Lyman. Chairperson Laleme seconded. Carried 3-0.

There was discussion about putting gas for all budgets on one line to eliminate the Highway budget from having to carry the initial expense until it gets allocated to all the other budgets. The Board discussed putting it in GGB instead of Highway. They will look into this further.

The Board discussed the Baseball backboard bid that was awarded but the company that was awarded the bid has not been responding to Rhienna Miscio's phone calls to get it done. Chairperson Laleme moved to rescind the original bid and award the bid to the other bidder, Vermont Tennis Court Surfacing. Selectman Blanchard seconded. Carried 3-0.

The Board reviewed the minutes from 10/27/14. Selectman Blanchard moved to approve the minutes. Chairperson Laleme seconded. Carried 3-0.

Chairperson Laleme said there is a concern about the budget because the legal bills have continued to rise and said she feels there needs to be a budget freeze with no spending without Board approval. Chairperson Laleme moved to instate a budget freeze with all purchases to go through admin office for Board approval. Selectman Blanchard seconded. Carried 3-0.

The Board discussed eb2gov and the PCI compliance involved with that. Selectman Culver wants to know where the Credit Card information is being stored. This will be researched further.

Selectman Blanchard said the properties that we will be selling should have a title and mortgage search on them before being sold. Selectman Culver said if we did that we would have to budget for it. It was explained that they are quitclaim deeds so the Town is not liable for problems. Julian Czarny said the buyer typically does the title search and we should leave it at that.

At 7:45 Chairperson Laleme moved to go into non-public session per 91-A for matters of personnel. Selectman Blanchard seconded. Chairperson Laleme did roll call with all members agreeing to go into non-public session.

The Board discussed personnel. Selectman Culver moved to pay Kevin Clark for 32 hours of vacation time. Selectman Blanchard seconded. Carried 3-0.

Selectman Blanchard moved to draft a policy for all employees to punch in and out at all times when leaving on own time and sign out/in their own time card only. Chairperson Laleme seconded. Carried 3-0.

At 8:25 Chairperson Laleme moved to come out of non-public session. Selectman Blanchard seconded. Carried 3-0.

At 8:25 Chairperson Laleme moved to adjourn. Selectman Blanchard seconded. Carried 3-0.

Respectfully submitted,

April Hibberd

Administrative Assistant