

Town of Brookfield Selectboard Meeting

Monday October 28, 2024

6:30 pm

Brookfield Town Office, 40 Ralph Road, Brookfield, VT

MINUTES

Present: John Benson, Chair; Stuart Edson, Curtis Koren, Laura Rochat, Keith Sprague, members of the Board. Vicki Blanchard, Administrative Assistant. Kristi Ehlers, Treasurer. Carol Monness, Town Clerk.

Mr. Benson called the meeting to order at 6:30 pm.

Vault Storage - Carol Monness, Town Clerk, reported that she visited the Braintree Town Office to see their vault shelving, the same type of shelving in our Town vault and under consideration for purchase again. She found that our books fit perfectly, and Mr. Edson made a motion to approve the purchase of two shelves at the price of \$3625.00. The motion carried unanimously.

2022-2023 Audit explanation – Ms. Ehlers, Treasurer, reported on a number of findings for improvements for the Town’s auditors, Sullivan and Powers, and that they have been addressed. She has created a general journal entry book to be approved quarterly by the Board. The auditors are currently working on the 23-24 audit.

Payroll and AP Warrants – Ms. Koren made a motion to accept the October 28, 2024 AP Warrants as presented for a total of \$140,084.41 with the largest amount going to Conniff Custom Building, Inc. to build the garage shed for \$100,000.00. The motion carried unanimously.

Highway Report – Mr. Sprague reported that the road crew is continuing to grade and backfill roads as needed. Austin Wheatley will start in December.

Highway Access Ordinance – Mr. Edson created an Ordinance for Access Permits and presented it to the Board for approval. The Board felt it should be called a procedure, but Mike Monte said it could be called an Ordinance. Mr. Benson made a motion to approve the Access Permit for UVS (Upper Valley Services). The motion carried unanimously.

Meeting Minutes – Ms. Koren made a motion to accept the October 14, 2024 minutes as presented. The motion carried unanimously.

Executive Session - Mr. Benson made a motion to go into Executive Session at 7:40 pm, and then another motion to come out of Executive Session at 8:15 pm. Both motions carried unanimously.

Mr. Edson made a motion to adjourn at 8:16 pm. There being no further business to come before the Board, the meeting was unanimously adjourned.

Respectfully submitted

Vicki Blanchard

Administrative Assistant