

Select Board Meeting Minutes

Thursday, January 10, 2023

Select Board Attendees: Gerry Bergeron, Justin Kaczowski, Justin Kaczowski

Recorder: Jennifer Downs

Attendees: Lark Thwing, Melanie Glynn, Karen Harwood, Brenda Smith, Tracey Tierney, Salvatore Racit, Sara Satterthwaite, Greta Facchetti

Meeting called to order at 5:02 PM by G. Bergeron, J. Kaczowski second the meeting.

Minutes:

- Read minutes and signed from 27 December 2022.
- Paperwork to Finance Committee was submitted to appoint Russ Kunsmann.
- It was discussed that only 1 person is currently using the transportation services provided by Adams Console on Ageing. Members agreed more information about services needs to be published to the Savoy residents.
- The board discussed System for Award Management (SAM) Registration fees; Jennifer spoke with Bob Barry (Federal Agent), the stated fees below are from a vendor who assists with the SAM registration application. Board agreed not to use the vendor and to work directly with a federal assistant.
 - 1 year at \$499.00
 - 3 years at \$999.00 (\$500 savings)
 - 5 years at \$1499.00 (\$1000 savings)
- Board members spoke with the Wi-Valley attendees. Jennifer stated the select board had not had ample time to review the documents and requested Lark T. to resend final documents. At the meeting Lark T. provide the following for documents for signature:
 - Savoy-DCR-Grant of Easement (12-16-2022)
 - Savoy-DCR-Grant of Easement-Beneficial Interest Form
 - Savoy-DCR-Grant of Easement-MEPA Agreement
 - Indemnification Agreement (01-03-2023)

Board agreed to hold a Select Board Meeting on 17th January at 5:00 PM, to discuss and sign document.

Action: Jennifer to forward email from Lark T. with final documents to Justin K.

- Email on Conflict-of-Interest Training was discussed. Training has been updated and is now available for employees to take the class. Class is required every 2 years.
- Email on Plowing School sidewalks was discussed with Tracey T. She explained that the janitor was no longer able to perform this function and asked if the Highway Department could pick up this work or if should they hire someone. Gerry B. stated that the Highway Department is not responsible for this work and that the school would need to hire someone. Board members agreed.

- Tracey T. indicated that during the last storm the bus route and school parking area was not cleared before the bus route began. She requested that the bus routes and school parking area be cleared before the start of school at 7:30 AM. Gerry B. stated that although the Highway Department attempts to prioritize this effort, it is dependent on how bad the storm is and the manpower available. Gerry B. agreed to help with improve communications between the Highway Department and the School, so that the school could announce a "School Closing" for the day.
- IT Assessment of Town Hall equipment from Anders is in progress. He is waiting to arrange a meeting with the Treasurer and Tax Collect to arrange a meeting to discuss applications used by these appointments.
- Brenda S. requested information on the hiring of James Shea. She requested the meeting minutes for this appointment. It was determined that the appointment was not signed during a Select Board Meeting. His appointment was discussed during 19 December 2022 meeting, however James S. was not present due to illness.
- FY23 HWY Program (Summer and Winter), from Franklin Regional Council of Governments discussed by board members. Members agreed to contract and signed. Board to approve Road Boss prior to sending contract back.
- Gerry B. announce the verbal resignation of Abigail Phelps and that her resignation letter was forth coming. This action leaves the Highway Department with a full-time vacancy for an operator.


OPEN DISCUSSION – By Attendees

- Melanie G. provided constructive criticism on the previous Select Board Agenda, and recommend agenda items have more detail with respect to the subjects and email subjects being brought to the meeting. Jennifer D. acknowledged the recommendation.
- Greta F. recently acquired the property on 72 Jackson Rd. and was not aware of the unpaid taxes for 2022. She requested the Select Board to wave the interest charges for 2022 taxes. Board members agreed that interest charges would be waved for 2022

Reminders:

- Conflict of Interest Training has been updated, those that need to complete please send training certificates to Jennifer Downs.


Meeting adjourned at 5:52 PM by Gerry Bergeron, Second by Russ Clarke



Gerry Bergeron



Russell Clarke



Justin Kaczowski