

**Middletown Springs Selectboard • Approved Minutes
Emergency Meeting • July 15, 2021 • Estimated 8:45PM****

BOARD PRESENT: Terry Redfield, Robin Chesnut-Tangerman, Neil Russel, Buddy Russell (SB Therapy Dog), Heather Grier, Patty Kenyon.

TOWN OFFICERS PRESENT: Sarah Grimm - Auditor at 8:39pm

PUBLIC PRESENT: None

CALL TO ORDER: Terry called the meeting to order at 8:08pm

DISCUSS HIGHWAY DEPT STATUS -

- Procurement
- Per Yard/Per Ton/At the Pit/Delivered
- Trucking / Deliveries
- Normal 'Full' Load capacities; Loader vs. Backhoe
- Establish Uniform expectations
- Document Receipt & Placement of Goods and Materials
- Additional Information

The board had a general discussion reviewing our options for hauling and buying gravel and road materials. The board agreed that we need to establish clear expectations for pricing of materials and every supplier should comply with those expectations.

The expectation is that we will see a defined per yard price with trucking broken out separately and that proposals and subsequent invoices should include the #of yards sold separate from the trucking fees.

Additionally, the board would like employees to document on their time sheets receipt and placement of materials. There was also an agreement that adding more information on time sheets explaining what's happening day to day is recommended in order to have accurate reference points when questions arise.

Moving forward the board requests that the Road Foreman work to get us price lists from each supplier that reflect our new expectations with pricing per yard noted separately from trucking or delivery costs.

EXECUTIVE SESSION (Discuss Personnel Issues)

Terry moved to enter into Executive Session to discuss personnel issues at 8:45pm, Heather 2nd. All in favor, motion carried.

Robin moved to exit Executive Session at 10:10pm, Patty 2nd. All in favor, motion

carried.

Action: Robin moved to authorize the board chair to speak with the parties involved. Heather 2nd. All in favor, motion carried.

OTHER LAWFUL BUSINESS: None

ADJOURN: Patty moved to adjourn at 10:13pm, Heather 2nd. Meeting adjourned.

Respectfully submitted,

Patty Kenyon, Clerk

**Estimated start time. Meeting will begin immediately following the conclusion of the BCA Meeting scheduled for 7pm.