

New Ashford Select Board/MLP Meeting
New Ashford Town Hall/Teleconference
November 15, 2021

Select Board Present: Jason Jayko (Chair), Ken McInerney (MLP Manager), Mark Phelps
Others Present: Keith Lacasse, Lori Jayko, Richard George, Susan Supranowicz, Nikki Miller,
Frank Speth, Zack Cochrane
Call-In: Jeff Lynch, Melissa Brooks

Meeting opened at 6:30

1. Approve minutes from 11/1: On a motion by Mark, seconded by Ken, the minutes from the 11-1-2021 New Ashford Select Board/MLP Meeting were approved.
2. Liquor Licenses: Two liquor license applications were submitted, one for the Springs Motel and one for the Mill on the Floss property. After the Board approves the application, it will go to the ABCC for approval. They will contact the Board with their decision. The Board's issuing the license can be done contingent upon the necessary inspections being completed and the certificate of occupancy obtained. The Board will hold a Public Hearing for each application. The applicants will pay for the newspaper ads and will notify the abutters. The license applications are for 2022.
3. Fire Department: The Fire Department returned, to the town, the \$2,749.54 left over from the Tanker Grant match. Fire Chief, Frank Speth, gave the Board a letter from Accord for the insurance for the tanker. Frank removed the old tanker from the policy and added the new tanker. The registration has been transferred. Jason will call the insurance company to find out what the new premium will be. DCR has been notified to take the old tanker. The Fire Department spent around \$6,000 from its savings account for AEDs. Frank would like to apply for a grant for a mini-pumper to replace Engine 3 and the hummer. The consultant who helped write the tanker grant successfully is charging \$800 to help with this grant. The town will pay for the service. The Department got a grant of \$6,900 for a radio for the new tanker from the Department of Fire Services. Frank has to provide a narrative and pay the invoice by the end of the week and reimbursement will arrive within 45 days. The Board advised him that town money could not be used for this purpose as it was not appropriated at a town meeting. Frank is applying for a grant through the Department of Fire Services for next year to get 3-4 sets of gear for \$8,500. The Department received a bill from Ostermann for a minimum usage charge. Jason will talk to Ostermann. The fire permits will be done online for the burning season, which runs January 15 – April 30. There was a recent fire alarm activation at the Springs Motel. The Department was dispatched to the building in the back. Frank has concerns about the condition of that building. Mark said the Building Inspector is aware and has addressed it. The Fire Department will start issuing fines for false alarms and will not sign off on occupancy until the alarm is straightened out. Frank will ask John Wood, Compliance Officer for the state Fire Marshall's office, to make sure the property is up to fire code.
Keith Lacasse patched the Fire Station's driveway.
Jason is meeting with Superior Plus Propane on Friday and will talk about running the lines from the town's propane tank to the Fire Station.

4. Emergency Management and MEMA Grant: The MEMA Grant forms for contract and authorization need to be signed by the town's Chief Procurement Officer because it uses town money. Frank said the Fire Department cannot use the grant towards the AEDs because they were already delivered.
5. Municipal Vulnerability Preparedness Grant Program (MVP): There is a Municipal Vulnerability Preparedness Grant available for emergency management purposes based on climate change. The first step is to identify areas that are vulnerable. The contact from the grant program suggested tree canopy work, culverts, or work on the Fire Station as the town's secondary shelter. The Board discussed residential access if a private bridge washes out. Nikki Miller noted the difficulties the Fire Department had accessing a property behind the Mill on the Floss for a recent call. Improving/insuring adequate water supply for public buildings was added to the list. Frank said there are water pressure issues at the Fire Station. Zack Cochrane will check the aerator on the sink. Repairing the dry hydrant on Ingraham Road and creating an additional water source for the Fire Department were added to the list.
6. Road Commissioner: Williams filled in the potholes on Old Route 7 and laid out where they are going to pave on Thursday. Keith replaced the culvert on Mallery Road. He turned in invoices for base material and blacktop. He removed the V where Ingraham Road meets Mallery Road. The culverts in town held up well after the heavy rains. Keith will order salt in a few weeks, when he has a loader in town. Keith, Mark, and Max looked at the mower. It started, but a shaft came disengaged. When it is fixed, Max will test it out. The asking price is \$25,000. Jason will talk to the insurance company about insuring the mower. The Board discussed the liability concerns with having town-owned equipment.
7. Septic: Arrow will call Keith tomorrow with the next possible delivery date for the septic tanks, likely Thursday or Friday. Jason will call the electrician. Keith will put in the Fire Station's tank and will keep the other tank on the side. He will rent mats to protect the lawn. There's a six-inch drain coming from around the Fire Station with no water flowing out of it. It is likely plugged or damaged.
8. Trees: There is a cherry tree on Mallery Road that is rotted on the bottom and hanging towards the road and an ash tree with a similar problem near the Fire Station. The Board gave Keith permission to remove them. Eversource has been notified about the tree near the Bouchard property that needs removal.
9. Tax Collector: Ken met with the Tax Collector. He sent her the job description and is waiting for her feedback. Mark made a motion to for Lori Jayko to be acting Tax Collector, until the position is filled, seconded by Ken. Jason abstained.
10. Policies and Procedures bylaws: The Board would like to form a committee to look at the town bylaws, policies, and procedures for review and modernization. Melissa Brooks said she is willing to help.
11. Door: The door for the Town Hall has been delivered and there is a lock set.

12. Town Hall Equipment: Jason would like to get a ladder and an external drop/lock box for the Town Hall.

13. Public Comment: None

14. Any other unforeseen business: Jason made a motion that Zack Morrissey be appointed as Second Assistant Chief for the Fire Department, seconded by Mark. The motion passed unanimously.

Mark suggested adding a grant contingency line item to the budget at the next Annual Town Meeting for grants that need to be paid for upfront and reimbursed.

Flavia Mastellone e-mailed the Board about building local resilience through mutual aid. The MVP grant seems to work towards this.

The Veterans Services Officer needs to verify paperwork with the state before the town pays this month's veterans benefits, to insure the town will be reimbursed. Lori Jayko will follow up with the state and the VSO and will make this month's payment contingent on their advisement.

15. Warrant: The warrant was reviewed and signed.

Next meeting December 6, 2021 at 6:30

Meeting adjourned at 8:33 on a motion by Mark, seconded by Ken.