

**OFFICE OF THE SELECTBOARD
Town of Halifax, Vermont
SELECTBOARD SPECIAL MEETING MINUTES--DRAFT
November 6, 2021**

CALL TO ORDER

The meeting was called to order at 10:05 a.m. Selectboard members Lewis Sumner, Pete Silverberg, Tristan Roberts, Cara Cheyette and Earl Holtz. Others in attendance in person or remotely were, Mike Fournier, Anna Duca, Robbin Gabriel, Edee Edwards, Doug Parkhurst and Marilou Parkhurst.

CHANGES AND ADDITIONS TO AGENDA

None.

NEW BUSINESS

FY23 Budget Preparation

The Board first considered wages, increasing gross regular time wages by \$6,505 consistent with last year's increase.

Road Crew Overtime wages and Road Commissioner salary remained consistent with the previous year.

Conferences / Training increased \$900 to \$1,000 from the previous year. All of the training is safety oriented and it was decided \$200 per employee is wise.

Health Insurance (may change after actuals are received), Life Insurance, Retirement, Uniforms, Hiring Costs / Drug Tests and Electricity all remained consistent to the previous year.

Anna Duca will work with Patty Dow to get options and explanations for the health insurance plans.

The employee handbook should be updated to include a uniform policy to keep employees from using the funds on their last day.

Heating Oil increased \$4,000 to \$8,000 because of the upward trend in pricing.

Communications (Phone) increased \$200 to \$2,200 from the previous year.

Duca will also research cell phone or tablet plans with cell capability for more of the guys.

Building Repairs & Maint., will be returned to after the board receives a roof estimate for repairs.

Office Cleaning & Supplies remained consistent to the previous year.

Trash Collection increased \$300 to \$1,800 to facilitate culvert disposal next year.

Shop Supplies increased \$2,000 to \$9,000 in an attempt to predict future needs.

Duca will try to get the year to date sand amount from Dow, for now the figure will remain the same.

Salt remained consistent to the previous year.

Gravel decreased \$10,000 to \$120,000 taking into consideration the current inventory and predicted usage.

Stone increased \$5,000 to \$10,000 to have a more realistic amount considering mud season and stone ditches.

Trucking Materials remained consistent to the previous year.

Chloride increased \$10,000 to \$20,000, to facilitate applying chloride to the roads more frequently.

Discussion on resurfacing began without conclusion. Fournier will reach out to the state for more information on Brook and Jacksonville Stage Road.

These figures are all changeable as the Selectboard works through the budget.

OLD BUSINESS

None.

OTHER BUSINESS

None.

HEARING OF VISITORS

None.

EXECUTIVE SESSION (if needed)

None.

ADJOURNMENT

Cheyette moved to adjourn, Holtz seconded.

Motion passed 5-0 at 12:02 pm.

Recording link: <https://youtu.be/x0c-Kyz0hDk>

Respectfully submitted,

Anna Duca

Selectboard Secretary *Unofficial until approved*