

Town of Oakham

Board of Selectmen

Regular Session

Minutes of August 8, 2022

Present: Don Haapakoski-Chairman, Brad Taylor-Vice Chairman (via phone), Lucy-Clerk

In attendance: Maribel LaRange-BOS admin asst, Police Chief Gehring, Tammy Gehring, Building Commissioner-Robert Lanciani, Lucille Dileo, Barbara Piucci, Paul Rochette, Ellie Downer

Meeting opened at 6:03 PM by Chairman, Don Haapakoski

Approve Warrants: Lucy made motion to approve warrants for WR23-03 Don 2nd, Brad abstained.

Approve Minutes: Lucy made motion to approve minutes for 5/31/22 Don 2nd, Brad abstained.

Election Warrants: The election warrants for the primary and for the town were provided by the town clerk to be signed by the board with constable Tammy Gehring present.

Lucy made motion to sign election warrant for September 6, 2022 (Primary) with constable Tammy Gehring present to also sign and post the warrant, Don 2nd, Brad all in favor.

Second warrant is for the Town of Oakham to adopt Chapter 32B for the town to be able to provide health insurance for their employees.

Lucy made motion to sign warrant for September 6, 2022 (Town of Oakham) with constable Tammy Gehring present to also sign and post the warrant, Don 2nd, Brad all in favor.

Don presented the board with a flyer that will be sent as a town wide mailing explaining the special town election ballot on the Town adopting Chapter 32B

Building Commissioner: The Building Commissioner, Robert Lanciani came before the board asking how he would be paid for an inspection he did for the Oakham Center School. Don said he has a line item which is part of his pay for \$2,300 which is where it would come from. Robert wasn't aware of that and hadn't put in for his pay for fiscal year 2022, that now will have to go to the STM for vote. Moving forward any fees that have to do with Town school or anything for the Town will come from that yearly line item.

Don asked the Building Commissioner if he has a ticket book for fines and if he has given any fines in the past year. Mr. Lanciani said he does not have a ticket book nor has he given any

fines. Mr. Lanciani said there are a few ways to deal with the process of fines. The first way is he can do a fine in which the individual then has the right to appeal and go for a hearing with Town's hearing officer. If the town does not have a hearing officer, they would have to appeal to the housing court. The second way would be he can charge up to 4x the permit fee, which is what he's done with only charging double the permit fee for those who have not followed the proper steps in obtaining a permit. The third method is to purchase ticket books from the state and use the state system to collect the fines. All fines go to the state with this method.

The house at the Center of Town and the attached barn has again been brought to the attention of the board. Mr. Lanciani says he does not believe it's in a dangerous condition enough to have the barn torn down. In the case that were to happen it will be a very costly process for the Town. The barn does have a hole in the roof but he does not believe it is in imminent danger of collapsing. Mr. Lanciani will be sending a letter requesting permission to enter the property, for further inspection.

Samantha Bodine, authorized signature for grant: Library Director, Samantha Bodine made the board aware that the library has received a grant for \$10,000 which will be put towards an out-door play area next to the patio. Samantha said the project will cost much more than the grant and the remaining funds will come from Friends of the Library and funds they raise. Samantha is hoping that the current location of the handicap parking can be moved to be able to create the space for the play area. The handicap slot will be the first slot closest to the library. Samantha also told the board that this project will require some work from the highway department as the land would need to be leveled out where the land slopes. Lucy questioned how close to the boundary line it would be. Samantha said the project is approximately 20x40 feet.

Don made motion to authorize Samantha Bodine as the authorized signatory for the \$10,000 grant the library has received, Lucy 2nd, Brad all in favor.

One day liquor license- Agronomy for OaktoberFest: An application for a one-day liquor license was submitted to the board for Agronomy Winery to be able to pour beer, wine & hard cider on September 17, 22 for OaktoberFest, an event put on by Parks & Rec. OaktoberFest will run from 12pm-10pm but the one-day liquor license would be from 2pm-10pm. Lucy made it very clear she wants the beer tent be organized by the police department as it has in years past with police presence. Chief Gehring knows exactly what is required to run this event with a restricted area for alcohol consumption and to assure the safety of all.

Don made motion to approve a one-day liquor license to Agronomy to server beer, wine & hard cider per police restrictions on Saturday, September 17, 22 from 2-10pm, Lucy 2nd, Brad all in favor.

Email System: Don made the board aware the current email system the town uses are running out of space and has just made aware that it does not archive the emails. The current system the town operates on is additionnetworks it's free but with that comes other issues like storage

space and archiving of emails etc. All emails need to go to the cloud and be archived. Office 365 would allow for all the emails to remain the same, but it would be a \$12.00 fee per email per month.

Job Description Drafts: The Town continues to work on the job descriptions for all employees. A few of the employees have made some minor changes to fit their job duties.

Text My Gov-proposal: Maribel presented the board with information on the company Text My Gov which provides information to the towns people via text. In order to receive information via text each individual would need to register their phone numbers with the company. This company is based out of Utah and has a yearly fee of \$3,000. Although it's a great idea to reach a wider audience through text the town has similar services that can send texts and calls to those registered as part of the Rutland Regional Dispatch services.

New Business: Lucy notified the board she has interviewed one candidate and has 2 more interviews scheduled for the senior center coordinator position.

Lucy also told the board that Zumba Gold will be adding a second day which will now be Tuesdays and Fridays.

Old Business: The board has received a memorandum for Capital Strategic Solutions, company that works on finding and writing up grants.

Don made motion to approve the memorandum from Capital Strategic Solutions, Lucy 2nd, Brad all in favor.

Leo from QDS has notified Lisa via email that he is on vacation but that a bridge can be done between QDS and Springbrook and the collector can keep QDS and not convert to Springbrook but the bridge will work with Springbrook which is the software the accountant has.

Correspondence: Don read an email received on 8/4/22 from Susan Meyer, Chair of Fobes Memorial Library Trustees regarding Samantha Bodine, Library Director. In the email Susan states that The Fobes Memorial Library Trustees had recently completed their annual review for the Library Director. Susan stated that they would like to meet in an executive session to discuss the library position. Susan also informed that Stefani Hicks member of the Library Trustees has resigned. Don replied to Susan stating that under the open meeting law the subject is not one allowed for executive session and to forward resignation letter to Town Clerk with a copy to BOS to make it official.

Meeting Adjourned at 7:45PM: Don made motion to adjourn, Lucy 2nd, Brad all in favor.

Next Regular meeting: August 22, 2022 6:00 PM