

# NOTICE

Town of Lowell

SELECT BOARD MEETING

THE LOWELL SELECTBOARD WILL MEET ON

Tuesday October 2, 2018 AT 5:30 P.M.

AT THE TOWN OFFICE BUILDING.

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**AGENDA:**

- Sign Orders
- Approve minutes from September 18, 2018
- Chris Hager-911 Coordinator
- Jason Powers- Road right of way
- Other business

**SELECTBOARD:**

Richard Pion- Chm.  
Alden Warner  
Dwight Richardson

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## MINUTES

SELECT BOARD MEETING

TOWN OF LOWELL

Meeting held on October 2, 2018 at 5:30 p.m.

**Board members present:**

Richard Pion/Chair, Alden Warner, Dwight Richardson

Christy Pion/Select Board Clerk

Priscilla Matten/Town Clerk & Treasurer

Calvin Allen/Road Commissioner

Meeting was called to order at 5:32 p.m.

**Guest:**

- Keren Ferrari- Eden 3E, LLC
- Amanda Carlson
- Jason Powers
- Chris Hager-911 Coordinator
- Darren Pion-1<sup>st</sup> Constable/Animal Control Officer

**Sign Orders:**

- Orders were signed by the Board unanimously for the Treasurer.

**Approve minutes for September 18, 2018:**

- Minutes from September 18, 2018 meeting were approved and signed by the Board unanimously.

**Chris Hager-911 Coordinator:**

- Chris had received a phone call from Tyler from 911 Coordination of the State of Vermont, about 911 addresses for the Wind tower roads. He told her that she needed to get the roads named and wanted the

Selectboard's opinion on this. Richard the Board Chair suggested that she call GMP themselves and have them put up road signs to follow in case of emergency situations. Chris agreed to do that and get back to Tyler with her information.

### **Jason Powers-Road right of way:**

- Jason Powers attended the meeting to inquire about the status on his complaint issued at previous Selectboard meetings held on March 20, 2018 and June 26, 2018. His concern was that a registered letter that was mailed but refused by Sherman Williams and then hand delivered to him by Albert Pion, but there was no signed receipt for the document as proof that he had received it. Jason stated that there was a certain date that Sherman had to comply with this request to move the unregistered vehicles out of the road right of way, and at this time the vehicles have still not been moved. Jason presented a copy of the letter to the Selectboard, which Alden Warner, read aloud during the meeting for a review. Sherman had till the 17<sup>th</sup> of July to comply with this request before further action was to be taken. Albert had gone to Sherman's home and removed some of the vehicles but was unable to move the rest due to garbage being in the way. He told Albert that he would get the garbage moved and call him when it was done but has yet to do this. It has now been 3 months, and nothing has been done Jason stated. Jason was obviously frustrated. The Selectboard discussed future plans, and Jason left.

### **Other Business:**

- Keren Ferrari, from Eden 3E, LLC came to the meeting to ask the Town of Lowell if they wanted to become a member of this company that uses Solar panels for energy. The membership is free and to become a non-member is free. This company was started 3 years ago to help companies and private people to save money on their electric bills. (for more details see attachment A) The Selectboard will be doing a little research on this company before they make a final decision to become a member or not.
- Priscilla notified the Board that she had called the Sheriff's department to follow up on getting them to come out and help Darren with the dog disturbance issue and had not yet received a call back from their office.
- Darren had addressed the Board about the Constable having no power and would like to take the classes that are necessary to be able to have the authority to do something. He stated that we need to change how things are done, so that the issues can be resolved. Darren and Alden will be going to the Sheriff's office to discuss options.
- Darren had addressed the Board about the Blodgett Bridge, as he is the Snowmobile Club President, and let them know that the club does not have the money to be able to pave the bridge. He and Calvin had discussed and came to an agreement that if the town paves it the club will maintain it through the snowmobile season every year. The Board agreed to these terms as well.
- Amanda Carlson, Town Administrator from Coventry, attended the meeting. Her past experience with Town responsibilities led the Selectboard to ask her to prepare and submit a review of the Lowell functions and an analysis of job responsibilities, including appropriate hours. She submitted her review, which she said was based on a combination of the Coventry office combination of staff and a look at the Lowell Office needs in total without skill level and/or qualifications of the present staff being utilized. In short, the presentation was based on the presumption the office had no present staff and was starting new. Her presentation contained a list of state mandated responsibilities for the Town Clerk and Town Treasurer positions and the list of other functions that could be turned over to a third position in the office. The job functions that would be delegated to the staff must be done in a manner to ensure audit requirements would be met.  
This review led to further discussion by staff and board. Staff asked the decision to make changes be postponed until the present staff felt more comfortable with training because of the recent transitions. The pros and cons of various staff and board members were reviewed in depth with a decision to discuss the matter further in a future meeting.
- Amanda Carlson that the demands for the SWIP grant compliancy has become much more challenging and time demanding. Other towns have moved the process from a staff member to a committee. She also suggested that Casella may be available for assistance. She stated that we would have to hire people and also have volunteers for this process. Basically, she said that utilizing committees would reduce the need for staff time.

**Board Warrants:**

<b>General Order #33-</b>	<b>\$</b>	<b>8,263.63</b>
<b>General Order #34-</b>	<b>\$</b>	<b>1,561.62</b>
<b>Payroll #20-</b>	<b>\$</b>	<b>5,202.81</b>
<b>Payroll General #23-</b>	<b>\$</b>	<b>4,467.70</b>
<b>Fire Dept. #21-</b>	<b>\$</b>	<b>40.00</b>

**Signed by the Board for the Treasurer to draw checks totaling - \$ 19,535.76**

**Meeting adjourned at 8:40 p.m.**

**Next meeting date: October 16, 2018 at 5:30 p.m. at the Town Office Building**

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*Richard Pion- Chm.*

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*Christy Pion – Selectboard Clerk*

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*Alden Warner*

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*Dwight Richardson*