

Draft Minutes  
Board of Selectmen Meeting  
Tuesday March 28, 2017

Members of Selectboard present: Chairman Stubbings and Randy Subject  
Selectwoman Mertz was absent from meeting.

Chairman Stubbings welcomed everyone and called the meeting to order at 7:02 PM. He announced the meeting would be recorded for the sole purpose of accurate minutes and further stated that others in the room may be recording, but not declared that fact.

Mr. Marvin led us in the Pledge of Allegiance.

Chairman Stubbings presented a list of short term objectives and gave a brief overview, along with the anticipated completion date of each of the four items on the list.

- 1) Board Appointments- by Mid-April
- 2) Personnel Policy & Procedure Manual- by April 30<sup>th</sup>
- 3) Job Descriptions- by June 30<sup>th</sup>
- 4) Financial Policies & Procedures –by July 31<sup>st</sup>

**Department Head Updates:**

**EMD-** Bernie Marvin has received a report from WWAS which states they are ready to respond in East Piermont when needed. WWAS is looking into adding an additional vehicle to their service. Mr. Marvin emailed an update for the Memorial Day Parade he has been planning and organizing.

**E-911-** Bernie Marvin and Tim Cole have been continuing their work updating addresses in the East Piermont area.

**Police Department-** Chief Hebert didn't have an update, but he did ask if the meeting schedule will be changing. Chief Hebert stated that not having a meeting until the second week of the month causes some of the information at the meetings to be old news. Chairman Stubbings replied that it will remain unchanged at this time as people have gotten use to the schedule. If there is information that needs to get out to the public, it can always be posted on the webpage. Regular Board of Selectmen Meetings will be held on the 2<sup>nd</sup> and 4<sup>th</sup> Tuesday and Work Sessions held on the 1<sup>st</sup> and 3<sup>rd</sup> Thursday of each month.

**Road Agent-** Frank Rodimon did not have an update at this time.

Chief Hebert suggested holding monthly Department Head meetings with the Chairman or Vice-Chairman of the Board who can then submit information to the Board during regular meetings. Having regular monthly department head meetings would alleviate the need for department heads to attend Tuesday evening meetings. Chairman Stubbings stated it can be discussed at the next work session.

**Sewer Department-**John Metcalf reported that things are up to date with the sewer as they should be this time of the year. Mr. Metcalf expressed interest in attending Department Head meetings. Chairman Stubbings replied that he intends to get them started, perhaps not as often as monthly.

**Trustees of Trust Funds-** Abby Metcalf stated there will be a Trustee of Trust Funds meeting on Thursday March 30, 2017 at 4:30 PM in the Old Church Building. They will discuss the washouts that have occurred in the River Rd Cemetery and how to be proactive in dealing with them. Chairman Stubbings suggested they include Ernie Hartley, Conservation Commissioner in the discussion.

**Supervisors of Checklist-** Helena Saarion did not have an update at this time.

**Treasurer-** Heather Subject submitted the monthly Treasurer's Report. There were copies available on the table. Mrs. Subject had received an email from Selectwoman Mertz requesting information that should come from the Bookkeeper, not the Treasurer. Mrs. Subject will forward the request to Susan Belyea, Bookkeeper to follow up. It was stated the requested information is available in the Town Report as well.

**Bookkeeper-** Susan Belyea stated that she will have a manifest ready to be signed after the meeting.

**Administrative Assistant-** Jen Rugar submitted the MS-232 for the Board to review and sign. Chairman Stubbings made a motion to sign the MS 232 as submitted. Selectman Subject seconded the motion. All in favor, motion passed. The MS 232 was signed and returned to Jen Rugar to be submitted to DRA.

**Board Appointments-** Chairman Stubbings reviewed the list of Planning Board, Zoning Board and Conservation Commission members that are up for reappointment. All members that are up for reappointment have indicated they are interested in continuing to serve on their respective boards. The Planning Board is in need of an alternate member and the ZBA is in need of two alternate members.

**Sewer District-** Selectman Subject read a letter that has been sent out to all sewer users notifying them of an upcoming Sewer District Meeting to be held on April 10, 2017 at 7 PM. The letter was posted on the webpage as well. Following a brief discussion, Selectman Subject made a motion to have a Sewer Commission. Chairman Stubbings seconded the motion. All in favor; motion passed 2-0.

**Abatements-**Chairman Stubbings stated there were abatement recommendations from Mark Stetson, Avitar Assessing for the Board to review. Chairman Stubbings read each recommendation from Mr. Stetson; the following actions were taken:

Map R06 Lot 21 Poole, Michael- Chairman Stubbings made a motion to accept recommendation to approve abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map 056 Lot 23 Nardone Family Trust- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map U02 Lot 53 Jeffers Hill Association- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map U02 Lot 56 Nicols, Scott- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map U02 Lot 58 Evans, Emily- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map U02 Lot 59 Jensen, Deborah; Evans-Mack, Diane; Lukas, Donna- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map 02 Lot 10 Davis, Charles & Mary- Chairman Stubbings made a motion to accept recommendation to deny abatement request. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Map 20 Lot 30-A Rowley, Robert- Chairman Stubbings made a motion to accept recommendation to approve abatement request resulting from changes to assessed value of property. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

**Public Input:** Rebecca Bailey stated that she will post the information regarding the need for residents to serve as alternate members on Planning and Zoning Boards on the 'Piermont People Communicate' Facebook page. Ms. Bailey clarified with the Board that a person may only volunteer to serve on one board at a time.

Minutes from March 23, 2017 were reviewed by the Board. Corrections were made. Chairman Stubbings made a motion to accept as amended. Selectman Subject seconded the motion. All in favor; motion passed 2-0.

Selectman Subject made a motion to adjourn the meeting at 8:03 PM Chairman Stubbings seconded the motion. All in favor, motion passed 2-0.

Others present for the meeting (from sign-in sheet)- Gary Hebert, Rebecca Bailey, Frank Rodimon, Bernie Marvin, John Metcalf, Abby Metcalf, Suzanne Woodard, Helena Saarion, Emma Stelzner, Diane Stelzner, Heather Subject, Donald Mitchell, Peggy Fullerton, Susan Belyea

Respectfully submitted,

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Jen Rugar,  
Administrative Assistant

Board of Selectmen:

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Colin Stubbings, Chair

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Randy Subject

Approved: