

# New Salem Select Board

## Meeting Minutes

### February 5, 2024

Present: Sue Cloutier (chair), Zara Dowling, Rick Taupier

SC called the meeting to order at 7:00 PM.

**During the public comment period**, Arthur Adams asked the Select Board why the cost of the recently approved school bus contract is so much higher than in previous years. SC said the Select Board would get back to him.

**VOTE:** RT motioned to approve the minutes of January 8, 2024 without amendment. ZD seconded. No discussion. Passed unanimously.

The Select Board discussed minor changes to the minutes of January 20, 2024.

**VOTE:** RT motioned to approve the minutes of January 20, 2024 as amended. ZD seconded. No discussion. Passed unanimously.

**Town Coordinator Kathy Neal presented her report, which included the following items:**

- She received a letter from the town's insurance company related to several incidents in 2022, requiring that she take an anti-discrimination course and that Police Department or Highway Department employees take a driving course in order to prevent an increase in the town's insurance rates.
- The Mahar school will be presenting its FY25 budget this week and would like to meet with the Select Board to review it.

**The Select Board discussed approving Tim Hunting as Interim Highway Department Supervisor** for up to three months, until the appointment of a permanent Highway Department Supervisor. The Board outlined Hunting's role and schedule. Hunting discussed some ways in which he would like to improve compliance and organization in the Highway Department. He gave the Board his thoughts on how to structure the Highway Department Laborer and Highway Department Supervisor job descriptions for future hiring. The Board established that Hunting will work with RT and the Finance Committee on a FY25 budget for the department.

**Mason Colby discussed his idea to move some benches and do some tree work near the town athletic fields.** The Select Board expressed enthusiasm for this idea and advised Colby to return with a final plan and budget, at which point the board can vote on it.

**VOTE:** RT motioned to appoint Tim White and Sandy Tobin to the Council on Aging. SC seconded. No discussion. Passed unanimously.

**VOTE:** SC moved to appoint Marjorie McGinnis and Lisa DeWitt to the Old Home Day Committee. ZD seconded. No discussion. Passed unanimously.

**VOTE:** RT moved to designate September 14, 2024 as New Salem Old Home Day 2024. ZD seconded. There was some discussion about the fact that the event has traditionally been held in July. Passed unanimously.

**ZD presented a request for \$800 to cover the cost for FRCOG to assist with procurement for a contractor for the town building energy audits** that will be completed using the META grant the town received.

**VOTE:** SC motioned to approve \$800 of ARPA funds to be used for procurement of a contractor for energy audits at town buildings. ZD seconded. No discussion. Passed unanimously.

**The Select Board discussed the Building Inspector job description.**

**VOTE:** RT motioned to approve the Building Inspector job description with the deletion of one sentence and one phrase as discussed. ZD seconded. No discussion. Passed unanimously.

**ACTION:** KN will draft a job posting and send it to Select Board members prior to the next Select Board meeting. She will also send suggestions about where to advertise the job.

**VOTE:** SC moved to set the pay rate for temporary Highway Department plowing help at \$27/hour. RT seconded. No discussion. Passed unanimously.

**The board set its next meeting for Tuesday, February 20, to account for the Presidents' Day holiday.**

SC adjourned the meeting at 8:41 PM.

Respectfully submitted,  
Andrew Maurer  
Select Board Clerk