

**TOWN OF NORTHFIELD, VERMONT
SELECT BOARD REGULAR MEETING
Minutes of April 11, 2023**

- I. ROLL CALL.** Select Board Chair K. David Maxwell, Board members Charles Morse, Lydia Petty, Merry Shernock, and John Stevens. Also present were Manager Jeff Schulz, Acting Clerk Kenneth McCann, Thomas Davis (Economic Development Director), Paul Luciano (OPH Consulting Services), Keith Cubbon (Central Vermont Regional Planning Commission), Kaitlyn Keating (Northfield Community Development Network), Carolyn Stevens (Northfield Community Development Network), Anne Donahue (State Representative), Norma Rooney (Falls General Store), Gail Norman, Jim Cannon, Neil Matheson, Gordon Noyes, John Hilferty, Jeanne Bright, Kelly Driscoll Smith, Richard Smith, Cody Morris, Taylor Morris, Judy Hebert, Steve Davis, Anne Duffy, Jim Common, Richard Smith, Dan Anderson, Donald Doyon, Matthew Romei, Anthony Miller, Gerard LaVarnway, Tim Swartz, Mary Nadon Scott, Casey Cutkomp, Susan Stillinger, and Elroy Hill.

Chair Maxwell called the meeting to order at 7:00 p.m.

- II. PLEDGE OF ALLEGIANCE.** Those persons present were asked to rise and recite the Pledge of Allegiance. The remote contingent also participated as much as possible.

- III. SET/ADJUST AGENDA.** There were no changes to the posted agenda.

IV. PUBLIC PARTICIPATION (SCHEDULED)

- a. Paul Luciano, OPH Consulting Services: Local Hazard Mitigation Plan update.** Manager Schulz said every municipality is required to have a Local Hazard Mitigation Plan (LHMP) in place that is updated on a regular basis. If there is a lapse, there might be delays in receiving state and/or federal disaster response funds in a timely manner. The Northfield LHMP last was updated by the Central Vermont Regional Planning Commission (CVRPC) about five (5) years ago. As CVRPC is unable to assist this time, Manager Schulz solicited bids from consulting firms and OPH Consulting Services was selected. The municipality has state grant funds on hand to cover the expense. Paul Luciano is present from OPH Consulting Services tonight to explain the process and answer any questions. Mr. Luciano said FEMA prefers an LHMP updating process that involves a local team that includes members of the local emergency services as well as representatives from organizations that work with vulnerable populations. There has been local outreach to the Northfield Senior Center, Mayo Healthcare, Norwich University, etc. A survey will also be developed and distributed to residents to determine what has and has not worked in the past and what are the major local concerns about hazard mitigation. Mr. Luciano said there now is a stronger focus on natural disaster response involving flooding, winter storms, extreme cold, heat waves, etc. A comprehensive list of such events applicable to Central Vermont will need to be developed. Mr. Luciano said there would be two (2) public meetings held to review the draft LHMP before it is submitted for review and approval to Vermont Emergency Management (VEM) by mid-June 2023. If approved by VEM, it then would be forwarded to FEMA for final approval. He then asked if there were any questions.

Board member Morse hopes part of the process will be revising the current FEMA floodplain maps, which he felt were quite inaccurate and sometimes require residents to purchase flood insurance they really don't need. Mr. Luciano said this is where local information from residents is helpful to create a proper LHMP. Keith Cubbon from CVRPC said his organization now is working on updating local floodplain maps and this process should be completed by 2026. Board member Morse looks forward to the changes. Board member Stevens wanted to be sure that the possibility of train derailments and hazardous material spills is properly addressed in the LHMP, so community members doesn't share the recent fate of East Palestine, Ohio residents earlier this year. Mr. Luciano said every town bisected by railroads does have emergency management plans developed to address this vulnerability. Board member Stevens noted it was just a few years ago (10/05/15) when an Amtrak passenger train was derailed in South Northfield due to a landslide on the tracks. Board member Petty asked if the local planning team has been assembled. Manager Schulz said a core team has been put together, but it is possible additional members could be added. Board member Petty would like the team membership publicized when it has been finalized. Chair Maxwell thanked Mr. Luciano for the overview of this process. He looks forward to the next update.

- b. Keith Cubbon, Central Vermont Regional Planning Commission (CVRPC): Northfield Falls Pedestrian Safety Study.** Mr. Cubbon is here to provide the community with an update on local plans to enhance pedestrian safety in Northfield Falls, especially by the intersection of Vermont Route 12 and Cox Brook Road. This situation is made more difficult by the fact this work involves a state highway so the Vermont Agency of Transportation (VTrans) would have to sign off on any upgrades. For example, CVRPC has been in contact with VTrans to install a flashing pedestrian crosswalk sign at this location but VTrans has been resistant due to the lack of sidewalk in the area. CVRPC did submit sidewalk paving RFPs twice last year but with no response. As part of its safety study, CVRPC monitored traffic speeds in Northfield Falls and found no evidence that excessive speed is a major factor. Mr. Cubbon said their research found there have been only five (5) traffic accidents in this area over the ten (10) years and none resulted in significant injury. Mr. Cubbon said CVRPC has created a map of the intersection that shows the planned safety improvements. This would include the installation of some sidewalk with curb cuts and the new flashing crosswalk signs. This map was distributed to many Northfield Falls residents with a direct mailing informing them of this presentation and inviting them to attend. A rough estimate of the cost of these improvements is about \$60,000. Mr. Cubbon said recent increases in the cost of concrete have inflated this figure and there might be some cost savings in the project that could reduce this amount. He then discussed three (3) separate funding options. The first would be a local grant application to the VTrans Bicycle & Pedestrian Program. Applications are due in early June of each year and the typical grant award amount is about \$300,000 with a fifty percent (50%) local match. Another option is the VTrans Transportation Alternatives Program that provides funds for pedestrian, bicycle, and other non-motorized transportation projects. Applications to this program are due annually each September and VTrans would reimburse municipalities afterwards for eighty percent (80%) of what was spent on a completed project. The third possible fund source is the Downtown Transportation Fund Grant program, which provides grant funds for safety upgrades in designated downtown or village centers. Northfield Falls does have this designation in place and Northfield's past experience with the Downtown Connections program might be helpful to the application process. However, the deadline for this year's grants was the end of January 2023 so the municipality would have to wait until next year to apply. CVRPC would be willing to assist with any grant applications. Board member Morse asked which grant application Mr. Cubbon would recommend. He favored the Bicycle & Pedestrian Program since if the grant application were successful this year, the funds could be made available by this autumn and the work completed before the end of this year. Board member Morse said it does seem that VTrans now seems to be moving in the right direction with these planned safety improvements.

Board member Shernock lives in Northfield Falls and said many of her neighbors are present tonight because they want something done after so many years of delay. Enhancing pedestrian safety is very important to them. Board member Petty asked how the data regarding traffic speed in Northfield Falls was collected. Mr. Cubbon said a counter was put out for one week in September 2022. He added that this is only a snapshot of one point in time and special circumstances might have affected the numbers. The collected data showed 2,831 vehicles went through the counter location during this week and the average speed of vehicles travelling southward was 33.2 miles per hour. The speed of northbound traffic was 30.9 miles per hour. Some of the Northfield Falls residents present believe the flashing speed sign the Northfield Police Department (NPD) rotates around the community was installed in Northfield Falls during this period and that might have resulted in drivers slowing down before hitting the speed counter. Jim Cannon felt that the faster drivers also might have been balanced out by those travelling at lower speeds because they just turned onto the road.

Richard Smith asked why the flashing pedestrian signs were installed by Norwich University (NU) where there is little or no sidewalk. Mr. Cubbon said they might have been installed before VTrans changed its rules. Chair Maxwell also noted these signs are located on town, not state highway. Manager Schulz added that NU itself paid for these signs. Dan Anderson asked if there was any thought of the municipality taking direct control of the stretch of Vermont Route 12 that passes through Northfield Falls. Board member Petty said this possibility has been discussed by the Select Board members as one solution to hasten improvements along this road. Board member Morse said one concern is that the municipality would then be financially responsible for future road repaving, etc. Chair Maxwell said even if the municipality did take control of this road, it might be difficult to install all the improvements residents would like, i.e., sidewalks, dedicated bike lanes, etc. given how narrow the road is in several places. Mr. Cubbon added that VTrans is not providing additional local assistance funds for Class 1 roads so the municipality would bear the full expense of its future maintenance. Chair Maxwell said a full cost benefit analysis would need to be done before this option can be considered.

There were suggestions from Northfield Falls residents that the traffic speed study should be redone over a longer period of time in order to obtain more accurate figures. Tim Schwartz believes the proposed safety improvements at the Falls intersection would have a definite traffic calming effect. It was felt one problem with bicyclists in the area is that they don't follow the rules of traffic by dismounting to use the crosswalk, stopping at stop signs, etc. Perhaps additional signage to this effect might be helpful. It also was felt new signage providing more advanced warning of the crosswalk would be helpful to drivers coming from the north. Manager Schulz will mention this to VTrans as part of their own list of short-term fixes. Blake Pierson asked what the most effective method of traffic calming would be in Northfield Falls. Mr. Cubbon said an active police presence in the area would be quite effective, but this isn't fiscally feasible in many communities. There are other actions that can be taken but there is no "magic bullet" that works well in all communities. Mr. Pierson said having NPD officers visibly ticket speeders in Northfield Falls might work. Board member Morse noted since this is a state highway, even though NPD officers would issue the tickets, the state would take the bulk (80%) of the fine revenue. Carolyn Stevens thought installing some rumble strips might help. Mr. Cubbon said VTrans does not allow these to be installed on state highway. Wherever rumble strips are installed in Vermont, it is only on local roads. Board member Morse noted this stretch of Vermont Route 12 is scheduled for resurfacing in 2024 and that might be a good time for other road improvements. Manager Schulz said VTrans has just started scoping this project so it might be delayed for another year. State Representative Anne Donahue said the state budget for this project just covers replacing the top two inches (2") of the highway with new pavement, not a complete road reconstruction. The new paving should be good for ten (10) to fifteen (15) years. Board member Morse still felt this might be a good time for other road improvements. Mr. Cubbon said VTrans provides full project updates at the Vermont Transparency website: <https://www.vttransparency.org/>. One longtime Falls resident noted Northfield Falls used to have nice sidewalks, but they were removed some time ago to make more room for automobile traffic.

Chair Maxwell asked if there were other timelines for these safety enhancements other than the grant application deadlines. Mr. Cubbon said there were not. In that case, Chair Maxwell would like management to start right away getting engineering and other cost estimates for this project so that the VTrans Bicycle & Pedestrian Program grant application can be submitted before the June 9, 2023, deadline. Manager Schulz said we already know the cost of the flashing crosswalk signs from the municipality's earlier purchase of them. Chair Maxwell would like this matter on the next regular meeting agenda for an update. Board member Petty said the Select Board members would need to authorize the fifty percent (50%) local match amount and indicate the source, i.e., borrowing, existing Capital Improvement Plan (CIP) funds, American Rescue Plan Act (ARPA) funds, etc. Norma Rooney, who operates the Falls General Store, asked what the timing of the upgrades is. Manager Schulz said if the grant application is successful, the project could be completed before the end of this year. However, that requires all other factors to fall in place as well. Board member Petty said if the first grant application is unsuccessful, we could look at other grant opportunities and/or whether a combination of CIP and ARPA funds would be sufficient. Chair Maxwell would like it on the record that he is strongly in favor of this project going forward and the Select Board members will do everything in their power to get it done this year. He then thanked Mr. Cubbon for his presentation as well as all the Northfield Falls residents who attended tonight's meeting either in person or online.

- c. **Kaitlyn Keating, Northfield Community Development Network (NCDN): Norwich University/Freight Yard Way Walking Trail update.** Ms. Keating said there will be a ribbon-cutting ceremony for this new walking trail held on Saturday, April 22, 2023. This will be a brief ceremony accompanied by free refreshments and followed by a guided tour of the new trail path by Simon Pearish, who is a NU Professor of Biology and a member of the Dog River Park Committee. This new trail is intended to better connect the NU campus with downtown Northfield and Ms. Keating thanked former Northfield Economic Development Director Jon Ignatowski for being one of the driving forces for this project in its early stages. She also thanked the NU civil engineering students and their professors for their efforts in helping to design and construct the walking path as well as the pedestrian bridges installed along the route. This walking trail now is about half a mile long, but Ms. Keating said NCDN will be seeking out additional grant funds for its future expansion and for making the trail fully handicapped-accessible. Chair Maxwell thanked Ms. Keating, the NCDN membership, the NU students and professors, and all others who helped with the creation of this impressive community enhancement. **(NOTICE: This ceremony subsequently was postponed due to unforeseen construction delays. The new date and time will be announced as soon as possible.)**

V. APPROVAL OF MINUTES

- a. **March 28, 2023 (Regular Meeting).** Motion by Board member Morse, seconded by Board member Shernock, to approve the minutes. **Motion passed 5-0-0.**

VI. APPROVAL OF BILLS

- a. **Approval of Warrant #19-23.** Motion by Board member Morse, seconded by Board member Stevens, to approve Warrant #19-23 in the amount of \$500,717.87. Chair Maxwell noted a \$90,000 payment to CVFiber. He thought the Select Board authorized this payment several months ago. Manager Schulz confirmed that was the case but the invoice from CVFiber only arrived recently. **Motion passed 5-0-0.**
- b. **Approval of Biweekly Payroll through April 2, 2023.** Motion by Board member Morse, seconded by Board member Stevens, to approve the biweekly payroll in the amount of \$107,368.40. **Motion passed 5-0-0.**

VII. SELECT BOARD

- a. **Planning Commission Appointment.** Motion by Board member Morse, seconded by Board member Stevens, to appoint Blake Pierson to fill the vacancy on the Planning Commission. **Motion passed 5-0-0.**
- b. **Development Review Board Appointment.** Motion by Board member Morse, seconded by Board member Stevens, to appoint Joel DeLary to fill the vacancy on the Development Review Board. **Motion passed 5-0-0.**
- c. **Revised Municipal Personnel Policies & Procedures.** Manager Schulz said the Select Board members now are in the process of updating this policy, which hasn't been revised for several years. Initial changes have been made and Manager Schulz had the latest draft version sent to the Vermont League of Cities & Towns (VLCT) for legal review. The VLCT attorney has completed his review and provided commentary on the revisions. If any additional changes are made, Manager Schulz will resubmit the document for further legal review. Board members Morse and Stevens serve on the Policy Review Subcommittee and have been responsible for the bulk of the revisions to date. Board member Morse noted the municipality no longer offers the 457 (b) Retirement Plan so all references to it in the personnel policy have been removed. In addition, under the current "Disciplinary Guidelines," the penalty for "misuse of drugs" is immediate discharge. Board member Morse would like a treatment option made available for first offenses.

Board member Morse then asked if the personnel policy should cover committee members appointed by the Select Board as well as municipal employees. Chair Maxwell felt any new municipal policy that would attempt to guide the behavior of appointed committee members should be separate from the personnel policy. Board member Shernock believes it is wise to include restrictions in the personnel policy regarding the extreme use of cosmetics. She felt when an office employee overindulges in the use of perfume, aftershave lotion, etc. it can have a negative impact on fellow employees who might have negative physical reactions to strong odors, etc. Board member Stevens noted the definitions "overtime" and "overtime pay" both include the word "overtime." He felt alternate language should be used. In addition, he believes it should be clarified that the final level of the grievance appeal process is before the Select Board members rather than just "the Town." Board member Stevens asked if it was acceptable for Select Board members to review employee personnel files. Manager Schulz has received legal advice that this was not appropriate. Board member Morse said this question arose because Select Board members wanted to confirm employees had signed and returned to management the forms indicating that they had received copies of new or updated policies. It was noted the administrative assistant does track receipt of these acknowledgement forms before they are put in the personnel files. There are follow-up conversations if the acknowledgement forms are not returned in a timely manner.

Board member Petty noted revising this personnel policy is a work in progress and much still needs to be done. She suggested that in the section on bereavement leave, the definition of immediate family should be made gender-neutral, such as using the word "siblings" rather than "brothers" and "sisters." Also, in the section regarding pre-employment background checks, Board member Petty would like the language changed to "candidates will be subject to background checks" instead of "may be subject..." Manager Schulz noted the level of background check varies based on the responsibilities of the position being filled. Board member Petty asked if the new Juneteenth federal holiday should be included in the list of municipal holidays. There will be further discussion regarding whether and/or how this new holiday will be observed by the municipality.

Board member Petty wondered if the employee dress code was too restrictive regarding what is and is not allowed. She also noted that there are separate references several pages apart regarding the municipality's drug and alcohol abuse policies. She would like the redundant language removed. Board member Petty then asked if the municipality has the right to know if an employee is taking prescription drugs. Manager Schulz said employer intervention usually is based on employee behavior. Board member Petty asked if indoors tobacco usage is now forbidden. Board member Morse confirmed this is a change from the old policy that allowed employees to smoke while driving municipal vehicles, etc. The policy does provide for acceptable smoking locations outside of municipal facilities, vehicles, etc. Chair Maxwell felt more work needed to be done on this employee smoking policy. Board member Petty noted with the employee disciplinary process in place, this means no employee can be terminated without cause. It was noted the policy does allow the municipality to eliminate certain positions for budgetary reasons. Chair Maxwell asked if any of the provisions in the draft policy conflict with any in the employee union contracts. Manager Schulz said the VLCT attorney did not find any conflicts in his review. Board member Petty believes there are some new Vermont employment laws, such as Short-Term Family Leave, Crime Victim Leave, etc. that should be included in the personnel policy. Chair Maxwell said more research also will need to be done on this. He noted this will remain a draft document for some time as much work needs to be done before it can be finalized for Select Board approval.

- d. **National Opioids Settlement Fund Participation Authorization.** Manager Schulz said the State of Vermont (along with several other states) has reached an agreement with five (5) drug manufacturers that were found civilly liable for overdistribution of opioids, especially to rural communities. Most of the funds allocated to Vermont will be distributed to the larger municipalities (10,000+), counties, and the state itself but limited funds will trickle down to the smaller municipalities provided they submit the forms required to participate in the program. Manager Schulz contacted the Town Attorney and was told there is no downside to participating in the settlement agreement. The best estimate for the amount Northfield would receive is between \$30,000 and \$40,000 and those funds could be used for emergency response training and/or equipment. Motion by Board member Morse, seconded by Board member Stevens, to authorize Manager Schulz to sign and submit the opioids settlement fund participation documentation. **Motion passed 5-0-0.**
- e. **Sidewalk Snowplow Purchase.** Manager Schulz said the current sidewalk snowplow is about nine (9) years old and is pretty bad shape. The cost of repairs is estimated at about \$30,000 and after discussing the matter with Highway Foreman Trent Tucker, their recommendation is to replace the vehicle a year before its scheduled replacement. Manager Schulz is asking for Select Board authorization for this purchase and to authorize borrowing funds to make up the shortfall in the Highway Capital Equipment Plan (CEP) budget. Motion by Board member Morse, seconded by Board member Stevens, to approve the purchase of a replacement sidewalk snowplow and authorize Manager Schulz to pursue borrowed funds for the purchase. Chair Maxwell asked what was wrong with the current sidewalk snowplow. Manager Schulz said there are serious drive shaft and other issues due to normal wear and tear. This machine does get a lot of usage over the winter months, often operating over difficult terrain. The supplier of the proposed replacement machine (Beauregard Equipment) doesn't feel ten (10) years is a feasible working lifespan for this type of vehicle. Chair Maxwell believes this machine has taken a bit of an unnecessary pounding in recent years with hitting walls, utility poles, etc. He would like our snowplows to be treated better in future. Board member Petty said her husband (Colin Bright) was a Village Trustee when the current snowplow was purchased, and he felt then that a better machine could have been bought but the decision was made to go with a cheaper option. Board member Morse said a sidewalk snowplow will be needed for next winter so one should be purchased soon to be on hand and available when needed. Chair Maxwell said he did ask the department heads during the last budget process to inform the Select Board members about any specific concerns with the current municipal vehicle fleet. He is disappointed this problem did not come up at that time. Blake Pierson said there should be some consideration that the expected lifespan of this vehicle was set inaccurately. Chair Maxwell said it is difficult to determine the proper lifespans for certain vehicles. He believes Manager Schulz and Finance Director Laurie Baroffio do their best in these matters. Manager Schulz noted some municipalities choose to trade in their vehicles after five (5) years while others decide to retain them a bit longer. The length of the extended warranties is another factor. **Motion passed 3-2-0, with Board members Maxwell and Stevens voting in opposition.**

VIII. TOWN MANAGER'S REPORT

- a. **NPD Chief Replacement Search.** Manager Schulz said the first meeting of the search committee that will help find NPD Chief Helfant's replacement was held last week (04/06/23). The job advertisement was modified, and it will be distributed starting next week. Although applications will be accepted until the position is filled, the committee will start reviewing submissions Friday, May 19, 2023.
- b. **Northern Forest Community Recreation Grant.** Manager Schulz announced the municipality received a \$2,500 grant from this program, which is funded by L.L. Bean. He thanked Economic Development Director Tom Davis and NCDN for pursuing this grant opportunity. The current plan is to use these funds to provide local families with free municipal pool passes this coming summer.
- c. **Northfield: Our Common Future.** Manager Schulz noted the second of three Vermont Council on Rural Development (VCRD) community forums will be held Tuesday, April 18, 2023, from 6:30 p.m. to 9:00 p.m. at the Northfield Middle/High School. This meeting will focus on voting to prioritize certain community goals and creating local task forces to achieve those aims. Free pizza and dessert will be provided. Board member Shernock noted there will be no free childcare at this meeting, which might limit attendance by young families. Board member Morse said there was an unsuccessful attempt to arrange licensed childcare.
- d. **FY 2023/2024 Water and Sewer Budgets.** Manager Schulz said the Utility Commissioners approved the proposed budgets at their last meeting (04/03/23). The budgets will be presented to the Select Board members at the next regular meeting (04/25/2023) and they also will be asked to approve the water and sewer rates for the next fiscal year at that time.

IX. BOARD MEMBERS' COMMENTS, CONCERNS, QUESTIONS

- a. **ARPA Funds Report.** Board member Morse noted the next municipal submission to the federal government regarding the current balance of ARPA funds is due by the end of this month. Manager Schulz is aware of the deadline and there is no problem. Chair Maxwell saw the update in the packets regarding the current balance of expended/committed ARPA funds. This was useful information, but he also felt a greater effort needs to be made on setting priorities for the use of these funds in coming months. He would like this matter on the next regular meeting agenda. Board member Shernock noted ARPA funds were included in the proposed Water and Sewer budgets for the next fiscal year (as well as in the current fiscal year). She felt we should be careful of spending ARPA funds in ways that don't benefit most of the community. Chair Maxwell said this proposed use of ARPA funds can be discussed when the Water and Sewer budgets are presented at the next meeting. Board member Petty noted the ARPA fund balance sheet needs to be updated to include the \$11,000 for EV charger installation approved at the last regular meeting (03/28/23).
- b. **Battery Storage.** Board member Morse reported at the last Utility Commissions meeting, a plan for battery storage at the King Street Substation was approved. This will allow for additional backup power during peak periods. However, there probably should be a local emergency response plan in place should the batteries be damaged, catch on fire, etc.
- c. **Northfield Falls Recreation Park.** Board member Shernock noted the water fountain at this park hasn't worked for some time and this should be addressed. She also asked if this park should have as much oversight as the Dog River Park, which has its own committee.
- d. **Short-, Medium-, and Long-Term Community Goals.** Chair Maxwell would like this list of community goals, which originated during the Select Board's retreat last autumn (09/01/22), reviewed and refreshed at the next regular meeting to take account of those that have already been accomplished and those that have not.
- e. **VCRD Community Visit Final Report 2002.** Chair Maxwell would like this document included in the next Select Board packets in order to see how the process played out the last time and how many of the community goals highlighted then have been achieved in the past two (2) decades.

X. PUBLIC PARTICIPATION (UNSCHEDULED)

- a. Blake Pierson: Northfield Town Plan Goal Achievement.** Mr. Pierson asked if there were any Select Board updates regarding the various goals contained in the most recent version of the local Town Plan (2020), i.e., which are being achieved, etc. In particular, he would like to know if the goals for local affordable housing are feasible and/or desirable. It was noted that there is a local Housing Task Force that is now meeting monthly. Chair Maxwell said affordable local housing is a major topic of discussion at the VCRD community meetings and it will be interesting to see what recommendations are when the final report is issued.
- b. Blake Pierson: Local Drone Policy.** Mr. Pierson said his house on Turkey Hill gets buzzed by drones on an almost nightly basis. He asked if there is a local policy regarding proper drone usage. Manager Schulz said there is no local policy, but he will check with the NPD regarding state laws and what can be done should this is considered a public nuisance.

XI. EXECUTIVE SESSION. Motion by Board member Morse, seconded by Board member Stevens, to go into executive session, in accordance with 1 VSA 313 (a)(1)], in order to discuss a legal matter with Manager Schulz present. **Motion passed 5-0-0.**

The Board went into executive session at 9:50 p.m.

Motion by Board member Morse, seconded by Board member Stevens, to come out of executive session. **Motion passed 5-0-0.**

The Board came out of executive session at 11:00 p.m. No action was taken.

XII. ADJOURNMENT. Motion by Board member Morse, seconded by Board member Shernock, to adjourn. **Motion passed 5-0-0.**

The Board adjourned at 10:16 p.m.

Respectfully submitted,

Kenneth L. McCann

Kenneth L. McCann, Acting Clerk

An audio recording of this meeting is available in the Town Manager's Office.

These minutes were approved at the Select Board regular meeting of April 25, 2023.