

**Leyden Selectboard
Pearl Rhodes Elementary School
Regular Session Minutes
December 11, 2019
10:30am**

Selectboard Members Present: Jeff Neipp, Lance Fritz, Bill Glabach

Others Present: Michele Giarusso, Beth Kudzeba

Meeting Called to Order at 10:30 am

Minutes

Selectboard members reviewed the mail, meeting minutes and signed the warrant.

Motion: Bill moved the November 25, 2019 minutes as printed. Unanimous.

Discussion

Virtual school-copy of the lease contract from the virtual school reviewed.

Motion: Lance moved to send the lease to Donna McNicol for review. Unanimous.

Motion: Lance moved to declare the large freezer in the school as surplus equipment. Jeff seconded. Both in favor as Bill not in attendance.

Custodian and snow removal for municipal buildings. Discussed what is needed for both jobs and job description. Both positions need to be done either in the early morning or after school is out. Decision is to split the duties and to have a custodian for 6 hours per week to clean both the classroom for the virtual school on Tuesday and Thursday evenings and town offices/meeting space as well as the town hall once per week and after functions. This includes all bathrooms in both buildings. All trash shall be removed and placed in the dumpster outside the school. The board wants Michele to have a clipboard where the custodian will sign off when they have cleaned so there will be no question if the work was done. The position will still report to the Municipal Assistant. Michele to write up a job description and post. For snow removal it was decided to have Snow and Sons do since they already take care of the grounds for us. Michele will contact them.

Policy for police and fire responding to calls. This has to do with a car accident earlier in the week. The Selectboard discussed they have no say in who Shelburne Control tones out for calls. They have a board of directors who represents the town's interest and Leyden will not interfere in their judgement or require special instructions. Our Fire and Police departments have to work together and with all community members in a respectful and congenial manner. The board would like Michele to contact both the police and fire chiefs to attend their next meeting on Monday Dec. 16th.

Intercom and motion detectors outside of school. Jeff stated Palmieri Electrical was delayed due to snowstorm and illness and will be here next week to finish work.

Bill H3986-this bill is for Gilda Galvis to work until 70. The state legislature is asking for a letter stamped with the official seal by the Town Clerk that the selectboard took a vote at their meeting. The language is provided by Paul Mark's office.

Motion: Lance moved to type up a letter with the language the legislature is asking for and send to Town Clerk to put her official seal on. Unanimous.

Beth Kudzeba stated that Ellen White chair of the BOH has contacted Martha Hopewell of Kately Hill Road a new resident who is advertising as a retreat center and providing meals. She is waiting for Martha to call her back and let her know that she must be safe serve certified and cannot cook food in her own home. The board also discussed whether or not she had to apply to the planning board for a special permit to have overnight guests.

Lance brought up the official posting of meetings. It was discussed again that the official posting was the board outside the school this was voted on last week when Lance was not in attendance.

The website is also a place to put. Michele stated some chairs of boards post the meetings themselves.

Municipal Assistant Update

Michele stated Dave Roberts building inspector from the FRCOG inspected the school this am and said everything was ok.

Michele stated the Title V inspection was cancelled at 119 Keets Brook Road due to lack of funding. The board would like Michele to call Attorney Leahy to ask if this is true and if she will contact the second bidder.

The board would also like to consider giving the \$5,000 deposit back to the first bidder since they put forth a good faith effort to get the funding.

Motion: Lance moved to ask the attorney if the board could consider returning the \$5,000.

Unanimous.

Michele has signed up to go to the MMA annual conference at the end of January. She has used up her expense account \$300 for this. Last year there was no hotel fees paid by the town since she stayed at her daughter's home but the MBTA is working on the lines and she is wondering if she can stay at the Sheraton hotel where the conference is at. Bill stated he thought that is what the boards committee expense account can be used for.

Motion: Jeff motioned to adjourn meeting at 12:45pm. Unanimous.

Respectfully Submitted,
Michele Giarusso