

Leyden Select Board Meeting Minutes
Leyden Town Office Building
Regular Session
Tuesday, February 18, 2025
9:00 am

Select Board Members Present: Katherine DiMatteo, Jeffrey Baker

Others Present: Michele Giarusso, Don Vonner -Verizon Representative, Bill Brooks, Jeffrey Neipp, Joanie Sullivan, David Regan

Katherine called the meeting to order at 9:00am.

Approve minutes of 2/10/25.

Motion: Jeff moved, and Katherine seconded to approve of the 2-10-25 minutes, unanimously approved.

Select Board Updates-

- George Stephan, the candidate for the Town clerk position was ready to decline the position but may be interested in more hours and interested in the Administrative Assistant position or a combination of both positions.
- Katherine emailed Erica to see if she wanted to attend the meeting with the District Attorney's office. Erica would like to attend virtually.
- Katherine spoke to Donna about a bylaw the Conservation Commission is proposing for fines. Donna suggested using the state law that Conservation Commissions can follow.
- Donna also asked Katherine to not stack the Annual Town Meeting warrant with too many written articles for change or adding of bylaws.

ACTION: Katherine will look at the job descriptions and merge into one for a 19-hour position. both positions

Pole Hearing

Motion: Jeff moved to call the pole hearing to order at 9:22am. Katherine seconded the motion unanimously approved.

- Don Voner from Verizon presented there are 29 new poles proposed to be placed as part of this hearing. The main reason for the new poles is they are mostly crossing the roadway too low and need to be placed higher. Katherine asked if the roads would have to be closed for this project. Don stated each pole would probably take 2-3 hours and a crew can probably replace 2-3 /per day. A police detail will probably be involved, and the utility company will take care of the details.
- Bill Brooks asked if the poles can be placed farther away from the road. Jeff Neipp is concerned there are catch basins along West Leyden Road and where some of the stakes were placed, they would drill right into them.
- All agreed it will be best for Verizon to meet with Bill Brooks for placement of the poles so this hearing should be continued to a later date.
- 425 North County Road pole – wires are attached to a pine tree according to resident Jamie Sullivan.

Motion: Katherine moved to approve job number 1A7ADIY pole at 425 North County Road be replaced. Jeff seconded the motion, unanimously approved. Katherine signed the pole hearing approval, Jeff gave Michele permission to sign for him.

Motion: Katherine continued the pole hearing for 28 poles until April 28, 2025, at around 9am so that Verizon reps can meet with our highway superintendent on pole placement prior to the next pole hearing. Jeff seconded the motion, unanimously approved.

Jeff Neipp concerned with power outages in West Leyden area and asked if the new pole placement has anything to do with upgrading of the grid.

ACTION: Michele will contact our Eversource representative to see if he can attend a future Select Board meeting about the outages.

Motion: Katherine moved to close the pole hearing at 10:02am, Jeff seconded the motion , unanimously approved.

Highway Update

Criteria for roadwork priorities:

- The priority for road work major improvements is given to the safety improvements of the road and the most traveled roads with heaviest traffic. He tries to improve roads each year as needed but some are more difficult than others. Many were built along steep terrain with ledge and streams crossing creating for a narrow road where not much can be done to improve the width.
- Snow removal when school is delayed bus routes are taken care of first on those days. This requires a constant battle to keep these roads open. Closing school in Leyden is preferred on days of uncertain weather during school hours.
- Bill has just about exhausted the winter maintenance budget
- The cost for one round of plowing, salting and sanding the entire town is \$1950.
- Bill is trying to continue to purchase treated salt which is better when the temperature is below 15 degrees, it sticks better to blacktop than regular salt. If he cannot purchase the treated salt he can use “brine” to mix with the regular salt.

Wage and Salary Classification

- Katherine worked on the wage and salary classification for all job descriptions.
- COLA is currently 2.5%, based on this Katherine looked at the FRCOG wage and salary survey for tiny towns and did the math on increases between 2.7% and 3.3% but is willing to recommend an increase for FY2026 of 3.5%.

Motion: Jeff moved to recommend an increase of 3.5% for hourly and salaried employees for FY2026. Katherine seconded the motion, unanimously approved.

Salary and Wage Classification Policy

Katherine updated this policy so it can be used as a working document.

Motion: Katherine moved to accept the salary and wage classification policy as a working document. Jeff seconded the motion, unanimously approved.

Town Coordinator and Administrative Assistant updates

- Michele has a conference call on the West Leyden Road grant project with DER and Gill engineering for updates on deliverables
- UTV is being delivered later today

Motion: Jeff moved, and Katherine seconded to adjourn at 11:45am, unanimously approved.

Respectfully submitted,

Michele Giarusso