Selectboard Office

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Chris Fournier-Chairman

Bill Humphrey-Vice-Chairman

George Morehouse

Denis LaMadeleine

Jason Payeur



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**Concord Selectboard Meeting Minutes**

Tuesday, April 1, 2025 @ 6:00pm

Municipal Building

**Unofficial Copy**

**Selectboard Town Treasurer** **Guest Memorials**

Chris Fournier-Chairman Audra Girouard Elizabeth Little

Bill Humphrey-Vice-Chairman

George Morehouse **Town Clerk KATV**

Denis LaMadeleine Linda Blakslee Jack

Jason Payeur Ben

**Road Commissioner**

**Selectboard Admin. Asst**. Dane Thorgalsen **Hill House Estates**

Susan LaMadeleine Joe Mangan

**Zoning Admin**.

**Sexton**  Nick Kittredge **Citizens**

Bill Gilding Danielle Balch

Bill Farrow

**Call to Order**

Chris F. called the meeting to order at 6:00pm.

**Approval of Agenda**

Bill H. made a motion to approve the agenda. Jason P. 2nd. Motion passed 5-0.

**Approval of the March 6, 2025 Regular Meeting Minutes**

Denis L. made a motion to approve the March 6, 2025 Regular Meeting Minutes. Bill H. 2nd. Motion passed 5-0.

**Citizen’s Concerns-None**

**Old Business**

**Town Clerk**

Linda B. stated that 224 dogs have been registered so far. She will be out of her office on April 23rd, 2025 so that she can attend a training. There will be a Board of Abatement Meeting on May 6th, 2025 at 5:00pm before the Selectboard Meeting.

**Town Treasurer**

Audra G. provided the March warrants for the Board to review and emailed the monthly financial reports to the Board.

She also requested permission from the Board to contact an attorney for the Tax Sale.

Bill H. made a motion that Audra G. contact an attorney for the Tax Sale. George M. 2nd. Motion passed 5-0.

She also asked what the pay rate will be for Vanessa Kittredge for the PB/ZB Secretary?

Will be discussed in Executive Session

**Road Commissioner**

Dane T. stated that a Grant for the engineering of the Cross Road Box Culvert has been applied for. He also stated that the road crew have been busy with hauling gravel and grading.

**Zoning Administrator**

Nick K. provided a report for the Board to review. All permits have been approved with the exception of 1 which is pending. There are 2 911 addresses that are in progress and there are 2 active complaints that he is working on.

**Selectboard Admin. Asst. Update Report**

Susan L. stated that she and Bill Farrow met with D’Avanza Tower Clock Repair. Repairs, cleaning of parts, replacing some parts and replacing the hands are required. Estimated cost to complete the project is between $10,000.00-$30,000.00.

Bill H. made a motion to move forward and to pay for all repairs on the clock out of the Building Reserve Fund. George M. 2nd. Motion passed 5-0.

She also stated that some work needed to be completed before the clock repairs could start. Hatch needs to be repaired, a new ladder installed and a railing placed around the clock platform. Consensus of the Board to have Susan L. move forward with the repairs. Susan L. will contact the contractor.

She also said that the Welcome Sign is now ready and will be picked up on Monday. The recycling Shed repairs will begin shortly the tin for the siding and roof have been ordered and the Town has received an Insurance check from Waste Management for the repairs.

Memorial Day will be coordinated by Jaye Young and the necessary permit has been applied for.

She also reminded the Board that the Ethics Training for Elected Officials must be completed by September 2025.

**New Business**

**Custodian**

Discussion were held concerning a custodian for the Municipal Buildings. Susan L stated that she is will to do the cleaning.

George M. made a motion to increase Susan L. weekly hours by 2 hours so that she can do the cleaning of the buildings. Bill H. 2nd. Motion passed 5-0.

**Annual Appointments**

Susan L. presented the 2025 Appointed Positions List to the Board for review.

Bill H. made a motion to accept the 2025 Appointed Positions List. Denis L. 2nd. Motion passed 5-0.

**Cemetery Committee**

A Pricing Proposal for Enhanced Cemetery Management Solutions for Concord Village and Overlook Cemetery in the amount of $6,500.00 one-time fee and $130.00 per month to maintain was given to the Board for review.

Consensus of the Board is to accept the Pricing Proposal for Enhanced Cemetery Management for a one-time fee of $6,500.00 and $130.00 per month, to be paid out of the Cemetery Fund.

Denis L. made a motion to accept the proposal from Hill House Estates, LLC, in the amount of $29,050.00 to repair and straighten 490 headstones in the Overlook and Village Cemeteries. Work to be paid for out of the Connecticut River Fund. George M. 2nd. Motion passed 5-0.

George M. made a motion to accept the proposal from Guest Memorials in the amounts of $19,250.00 - $22,000.00 to clean the headstones at the Overlook and Village Cemeteries to be paid out of the Connecticut River Fund. Bill H. 2nd. Motion passed 5-0.

**Other-Nothing**

**Executive Session:** If discussion warrants, and the Board so votes, some items may be held in Executive Session.

Bill H. made a motion to go into Executive Session at 6:53pm to discuss personnel matters. George M. 2nd. Motion passed 5-0.

Out of Executive Session at 7:05pm

Consensus of the Board is to pay Vanessa Kittredge $16.50 per hour for the PB/ZB Secretary position.

The Town Clerk was appointed to the Cemetery Commission.

**Adjournment**

Denis L. made a motion to adjourn at 7:10pm. Jason P. 2nd. Motion passed 5-0.

Respectfully submitted, \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date

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Chris Fournier-Chairman Denis LaMadeleine

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Bill Humphrey-Vice-Chairman Jason Payeur

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George Morehouse Posted on: April 3, 2025