**Select Board Meeting Minutes February 17, 2022 Zoom Teleconference 10:30 am**

**Call to Order**: Bob Manners called the meeting to order at 10:35 am. Others present: Selectboard members Margaret Payne, Andrew Baker, and Town Administrator Terry Narkewicz.

**Appointments:**

**10:30 am Attorney John Richardson RE: Property Conveyance Residences@Mill Falls LLC** (Town Counsel Donna MacNicol) – Mill Falls is prepared to convey to the town two parcels of land in exchange for an easement to allow a second floor deck to overhang the town-owned sidewalk. Mill Falls is also asking for the Board to support this exchange at Town Meeting. The Board had done site visits. Part of the property to be retained by the LLC includes a portion of a town right of way. Donna suggested that the boundary line be changed since the town already can use the right of way. Donna said it needs to be clear how to access the town-owned staircase leading to the potholes. Everyone agreed that the town must have access to the staircase. John said the LLC owners plans to shift ownership of the property to a condo association in the next two or three weeks. Donna was concerned about the timeline. A new survey will be needed and that can’t be done in that short a time period. Terry noted that part of the existing deck was not shown as being conveyed. It was unclear who owns that portion of the deck, perhaps the power company. Donna felt a large problem was that the property exchange seemed to be conditioned on the town, via the ZBA, allowing a deck over town property It was unclear to Donna what kind of a permit might be needed for the deck and if it is a variance whether that is even legally possible. Donna said the proposed property lines were not clear enough. The LLC seems to be trying to give the town parcels that fit with their parking lot plans, not the town’s access to the potholes. The Board said that the map of the area, as presented, was not clear or up to date. Andrew asked for better maps that clearly showed the situation as it now exists as well as what the boundaries would look like if the exchange were to take place. The Board felt it did not have enough information to make any sort of decisions on the property exchange and will try to facilitate another meeting to further discuss this matter but it can’t be held to a short time frame.

**Any Other Business:**

**CPA Information** – Andrew said a public information meeting on the CPA had just been held. He asked if it was possible to have the slide presentation from that meeting on the town website. Terry indicated that she would post the slide presentation.

**Senior Center** – Terry and Margaret had met with the Senior Center staff to discuss how the duties of the director would be covered, following the resignation of director Amanda Joao. Part-time Administrative Assistant Gloria Fisher, who currently works 11 hours per week, had agreed to handle the day to day tasks such as billing, email, and phone messages. Terry recommended that Gloria be offered an increase in hours to 18 per week and a salary bump from $17.94 to $19.44 per hour. This would remain in place until a new director is ready to take over. A motion was made by Andrew to increase Gloria Fisher’s hours to 18 and her pay rate to $19.44 until a new director is on site. This was seconded by Margaret. Roll call vote: Bob – yes; Andrew – yes; Margaret – yes. Motion passed 3-0-0.

**Adjournment**: At 11:20 am a motion was made by Margaret to adjourn the meeting. This was seconded by Andrew. Roll call vote: Bob – yes; Margaret – yes; Andrew – yes. Motion passed 3-0-0.

Respectfully submitted,

Faye Whitney, Recording Secretary