

Town of Sunderland Selectboard Meeting
Monday July 27, 2026, at 7:00 PM
104 Mountain View Road Sunderland, VT

<u>Members in Attendance:</u> Todd Lawrence Rick Timmerman Marty Nadler	<u>Others in Attendance:</u> Callie Fishburn Brian Hawley
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1. Call to order at 7:00 PM
2. Introduction of Board Members
3. Additions or deletions to the agenda
 - a. Add to 10c a discussion about the Special Projects Fund
4. Approval of the minutes - tabled
5. Public Comment
 - a. Is there any update on the church?
 - i. There has not been any recent updates, there is a possibility that it is the state that owns it due to it being a historical structure. If the state has ownership, any closure concerning the property would be done at the state level.
6. Opening of sealed bids for Sunderland Hill Road Paving Project
 - a. The Town received three bids:
 - i. 1) from Peckhim, Hudson Falls, NY for a total of \$443,000
 - ii. 2) from R.M. Bacon LLC Hoosick Falls, NY for a total of \$539,870
 - iii. 3) from Fuller Sand and Gravel Danby, VT for a total of \$296,896.25
7. Hazard Mitigation Plan (FEMA)
 - a. Meet with BCRC and review HMP planning process, timeline, define roles and responsibilities, formation of a Planning Team
 - i. Having a plan helps the Town prepare for risks and increases the funds from the state after a disaster, making it eligible for federal mitigation planning.
 - ii. Timeline: must be updated every five years, the last update was in 2021, the upcoming plan is proposed to be finalized and adopted by October 2027
 - iii. The plan will include only significant hazards that affect the Town, such as natural disasters, infectious disease, invasive species, etc.
 - iv. Todd will send out emails to everyone who may participate in the plan

8. Town Finances

- a. Review and discussion of completed External Independent Audit
 - i. Completed in June by Sullivan Powers and Co., the Board is trying to get into a three-year rotation going through audits, a copy of the audit is available for the public at the Town's treasury office
 - ii. Overview of audit recommendations:
 - 1. Sunderland will have monthly reconciliations with the appointed auditors
 - 2. Designate a member of the Selectboard to review and approve signed checks before being sent out
 - 3. Authorize all general journal entries, attach or reference important documentations within the entries, and keep a folder
 - 4. Accounting and procedures manual to be referenced in various situations, each person should document their duties and how to perform them
- b. Review and discussion of end of the fiscal year town finances
 - i. General fund: budgeted with \$423,374, spent \$404,664 (surplus of \$18,710)
 - ii. Highway fund: budgeted \$696,215, spent \$654,063.64 (surplus of \$42,151.36)
- c. Discussion and possible action on Treasurer request for financial review services
 - i. Services offered to help with regular reviews of Town finances to ensure correct organization
 - ii. This must be decided if it is necessary since there is a cost for this service

9. Highway Liaison

- a. Review of any received and opened paving bids and possible awarding of contract

Motion to accept the bid of Fuller Sand and Gravel bid \$296,896.25 to include the shortfall of \$4,648.25 fund to be decided at a future meeting

Mover: Marty

Second: Rick

Passed

- b. Current projects: fixing the mower, ditching the roads to prepare for paving, clearing out the garage, figure out how to relocate calls once the crew is out of the garage due to its construction. The F600 truck should be finished soon, the auctioning of the current truck will then begin.
- c. Discussion on covered bridge recurring overheight damage and camera monitoring

- i. Curiosity about priority and cost of a camera for record of timing and possible candidate of damage
 - d. Dumping at the end of North Road (corner of Bacon Hollow)
 - i. Discussion about contacting state troopers to follow up, sheriff patrols around this area
10. Old Business
- a. Lucy Terry Prince historical marker dedication
 - i. 40-50 people attended, great speakers
 - b. Public meeting concerning the VT RT 7 culvert replacement and 14-day closure
 - i. Tuesday Aug 11th 6pm at Arlington Memorial Highschool and zoom
 - c. Bulletin Boards: continue pursuing the third location

11. New Business

- a. Town Office phone system upgrade
 - i. Contractor will come soon to update the phone systems
- b. Draft Town Plan available for review at Clerk's Office
- c. Primary voting August 11th from 10am-7pm

12. Review of Correspondence/Signing of warrants

13. Executive session:

- a. 1 V.S.A. § 313(a)(3) Town employee evaluation

Motion to exit executive session at 9:00pm

Mover: Marty

Second: Rick

Passed

14. The next business meeting for the Sunderland Selectboard will be Monday August 10, 2026 at 7pm

15. Adjourn

Motion to adjourn at 9:00pm

Mover: Marty

Second: Rick

Passed

