

Special Select Board  
September 22, 2025  
Athens Community Center

Present: Sandi Capponcelli (Select Board Member), David Bemis (Select Board Member), Krista Gay (Select Board Member), Janet Perry (Select Board Member), Denise Randall (Select Board Member) Don Capponcelli, Ellen Mirante, Dennis Mirante

Called to order 7:27pm

David makes a motion to add two items to the agenda: 1) Use of Athens Town Office if we don't have a town clerk; 2) set date for town hearing. Denise seconds. All in favor. Motion passes.

**Public comments:**

Don shares that he is expecting to be able to get new lock core tomorrow and keys, need a couple days to go up and stamp numbers on keys. Several people were asking when lock was going to change and who is going to get keys, Board will come up with logical plan of who will have keys. We have 15 keys.

David says the following people should have keys: Select Board, Listers, Don, Town Clerk, Treasurer, (from emergency committee), 1 to chair of auditors. Sandi states that the person doing the cleaning should have a key as well.

Don proposes to number the keys so that a specific key is assigned to an individual. David says that's fine.

Don gives an update on the town garage project: The garage currently has only 3 inches of insulation, there was supposed to be 6. He looked at the bids, and everyone bid on 6 inches of insulation except Builders. Don missed it and signed the contract. It looks like the low bidder didn't get job. Vermont Foam insulation was \$48,000. Don reached out to them and asked if they could keep it under \$48,000 they said that they could. He just needs to put an additional 3 inches on it.

Janet asks how much it would cost to have the people that put in 3 inches, but in 3 inches more. Don states that it would be pretty costly. Janet asks if they have already sprayed fire retardant and Don says yes. Don says the new company will keep it under \$48,000., and that we are about \$21,000 under budget.

**Town clerk/treasure vacancy**

David Contacted NEMRC and they came up with draft. They can provide work at a reduced rate of \$110/hour. Denise asks how many hours this will be. David says that he does not know. Sandi asks if they are doing billing and payroll. David said yes, and that they will just do this to help us get through until we have somebody.

David's suggestion is that we have them assist us, right now it's \$145/hour, and then if we find out we need them for more hours we need help they will drop it down. Denise states that if we find someone who doesn't have accounting experience, it could take awhile to train.

David states that if we appoint someone with 0 experience, we would need to sign the contract with NEMRC for more hours..

Sandi asks what we do without the authority of a town clerk to sign checks. David says in his opinion, we can't have the assistant clerk sign anything, as there is no treasurer or town clerk with the authority to assign. He thinks we could do two things: 1) Appoint someone that was a figurehead that wouldn't be doing all of the work so that we can appoint an assistant town clerk and have someone do NEMRC. We would then call a special town meeting to determine whether to have this be elected or appointed, and then we could probably have someone not in town do it. Or 2) we could appoint someone for the title would stay until town meeting we could do it then. David says that since we are such a small town, we should consider an option that would allow us to recruit outside of Athens. We may need to call a special meeting to vote on that.

Krista states that if we sign the NEMRC contract, there are some things that she would like to add. Sandi said that Michelle Dolloph from Grafton may be able to help the town. She would be doing treasurer work as opposed to town clerk. She suggests NEMRC could also assist. Denise states that perhaps we could have more than one person. David responds that we don't want a lot of people to be able to sign checks on behalf of the town.

David makes motion for executive session to discuss the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. 1 V.S.A. § 313. Denise seconds. All in favor. Enter executive session at 7:51pm. Only board stays.

Board exits executive session at 8:07pm. No decisions were made in executive session.

Don requests letter of hire The Billings and General Services wants this.

David: makes a motion to for Krista to send Don a draft letter. Denise seconds. Janet, David, Krista and Denise vote in favor. Sandi recuses herself. Motion passes.

### **Use of town office**

Sherry is requesting use of the town office for the Democratic Caucus meeting. David makes a motion to permit the Democratic Caucus to use this space. Denise seconds. All in favor. Motion passes. Sandi states that going forward, since it is a community event, they can use the Community Center without cost.

David makes motion to end meeting. Denise seconds. All in favor.

Meeting ends at 8:19pm. To do tasks:

Sandi

- Getting access to things from IT.

Janet

- Will contact the new paper to set a new date of hearing. Janet will do paper and postings in town. We will find 4 places.

Krista

- Confer with Don re: letter.