Town of Burke
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Regular Selectboard Meeting
Burke Community Building
November 2, 2026 - 5:00 PM

Present: Joe Allard, Jerry Booth, Mark Daigle: Selectboard
Linda Hackett-Corey: Town Clerk
Gail Weed: Assistant Town Clerk
Mike Harris: Zoning Administrator
Dave Kaufman: Road Foreman
Jim Sullivan: Town Administrator
Valerie Desmarais: Minutes Clerk

Guests: Geoff Boone, Diane Wells, Michael Miller via zoom.

Mark opened the meeting at 5:00. He asked for any additions to the agenda, there are none.
Mark asked for a motion to approve the 10/5/26 regular selectboard meeting minutes as written; Joe motioned and Jerry seconded, so moved.

Diane Wells addressed the board with an update re: Town Forest activity. Wetlands delineation is on pause as the growing season is over. She is looking for input about winter access and road maintenance. Mark indicated that he is willing to plow there again and clarified the plants that are on the edges where he puts the snow should be avoided. The North Pasture section tree clearing should be starting soon.

Dave Kaufman gave the Highway report: Upper Brook Road is finished. The crew is spot grading to be ready for winter. Pike will be doing the shoulder work on Burke Green Road, Hazen's Crossing, Burke Hill and Mountain Road. This week salt and sand will be delivered and moved into the new sheds. Moving into the shop is slow, they are organizing as they go. They will add some shelving to the cold storage area. Dave thanks the board and everyone involved with the new facility. Dave is off from 11/06 -11/20. Jim Hinman can be contacted in his absence. Dale Hackett and Dave Frizzell are staying on until the new hires are transitioned onto the crew. Joe wondered if the crew could use a desk that is at the church? Dave will get back to him.

Mark asked for a motion to go into Executive Session for a final review of the road crew applicants: Jerry asked for a motion, Joe seconded. The board went into executive session at 5:12 to review applicants for the highway position.

The board returned and Mark asked to make a motion to resume the regular selectboard meeting. Joe made a motion, Jerry seconded and the meeting resumed at 5:15. Out of 4 applicants the board approves two:
Benjamin Rutledge and Steven Sender will be offered the positions.

Jim Sullivan presented the Town Administrators report: Jim commended the choice of the 2 new hires with relevant experience. The mild weather in October really facilitated getting the road work wrapped up; striping is on deck. The financial report form for the Brook Road bridge and the work that Derrick Perry did for the revision of the scoping has been approved. The permit for new town garage is on the record; Jim met with Georgia Gould / Kingdom Trails to discuss ongoing safety issues and concerns. Hunting season does pose some risks to cyclists in the woods. Jim reiterated that there is open conversation with KT via Georgia, and this is expected to continue.

Mike Harris gave the Town Administrators' report: Building permits and subdivisions are staying steady. Mike noted that he is recommending deed restrictions related to the Bailey property. Mike would also like to get a wastewater permit for the property with a cost estimate of $1500.00 +/-. That would determine the size of any structure put there and increase the value of the property. Mark clarified that the $1500.00 does not include the cost of the excavation for the perk test. Jerry has concerns about deed restrictions and the cost to the town; Mike noted that having the lot set up with some of the basics in place should help the town recoup what has been spent on the property. The issue is tabled for now but will be revisited. The East Burke Fire Department dry hydrant is installed. Town Garage update: sand / salt shed is complete. Mike is looking at putting some skirting over the blocks and the trusses to protect the structure. All systems are working properly; the cold storage area will be started this week. Mike noted that there could be a brownfield assessment of the former garage site; this would be grant funded. Jerry asked just what the grant covers: there are tiers of assessment. Mike also brought the existing structures that are there to the board's attention. Mike also recommends winterizing the plumbing there. Mark asked about the roof if the building is not heated; it will require clearing. Mike also suggested having a realtor look at the property on School St. to get a sense of the value. Bids for the West Burke Wastewater system are due by Thursday 11/05/26 at 2:00. This work is scheduled to commence in April 2027 and be done by that September. There will be Holiday trees and decorating and lighting in West Burke.
Mike reported that hydraulic study is in place re: Newark St. Bridge, Bugbee Crossing is also a high priority and should be considered soon. Calendar Brook is also noted. 2027 paving: High St., Burke Hollow Road intersection, Depot St., and Dave also added the top of Darling Hill. It would be good to have estimates in place.
Correspondence: Elise Lawson submitted a letter of resignation from the Conservation Commission. Jim noted that her expertise was invaluable to the Planning Commission during the update of the town plan.

Letter from the Caledonia County Sherrif's Department: the department has added a deputy whose primary function will be patrol services; that brings the full-time deputies to 3. The Sheriff also would like to be a resource in supplementing State Police services in non-emergent incidents.
Valerie thanked Dave and the board for all the work on Brook Road.

With no other business before the board Mark asked for a motion to adjourn; Joe made a motion and Jerry seconded. The meeting adjourned at 6:12.

Respectfully submitted,
Valerie Desmarais
Minutes Clerk