

Selectboard Meeting Minutes (Draft)  
10.17.2016

Meeting was brought to order by Joan Goodrich, Vice Chair at 6:30

Present:

Joan Goodrich, Susan Elder, Mike Kuban and Karen Lathrop

1. Additions or deletions

- Mike Kuban add Christmas Tree Lighting on North Common
- Karen Lathrop add Personnel under Transfer Station
- Karen Lathrop add Personnel under Town Administrator
- Karen Lathrop delete Vendor Permit under Town Administrator
- Joan Goodrich add budget under Water/Sewer Dept

2. Tree Lighting Ceremony

Mike Kuban reported the Girl Scouts would like to have a tree lighting ceremony the week of November 26-28<sup>th</sup> on the North Common. Board was in favor and Mike Kuban will work with Peter Amber to ensure the lights are in working order.

3. Approve minutes

9.27.2016 special meeting minutes tabled

10.03.2016 special meeting minutes & 10.04.2016 regular meeting minutes. Mike Kuban moved to accept 10.03.2016 meeting minutes and to accept 10.04 meeting minutes with corrections. Susan Elder seconded the motion. All were in favor, so moved.

4. Robert's Poor Fund Request

Mike Kuban moved to enter into executive session in the interest of privacy for the requestor at 6:37 pm. Susan Elder seconded the motion. All were in favor, so moved.

Susan Elder moved to exit executive session at 6:48pm. Mike Kuban seconded the motion. All were in favor so moved. Mike Kuban moved to fund the request of the Robert's Poor Fund in the full amount to be paid to the vendor directly. Susan Elder seconded the motion. All were in favor, so moved.

5. VYCC Support Letter

Board reviewed the request for a letter of support for the VYCC Ecosystem Restoration Program Grant. Their goal is to reduce erosion on Beedle Road. Mike Kuban moved to approve the Vermont Youth Conservation Corps Letter of Support for the ERP 2017 grant application. Susan Elder seconded the motion. All were in favor, so moved.

6. VLCT Insurance Renewal

Board reviewed current plan, revised the Property and Equipment Schedule to reflect a more comprehensive insurance plan. Mike Kuban moved to approve the renewal with changes so noted on the renewal form. Susan Elder seconded the motion. All were in favor, so moved.

7. McCullough Crushing Act 250 agreement – Update

Joan Goodrich reported speaking with Fred McCullough on items agree upon at a prior meeting. Mr. McCullough stated tree planting was not their responsibility and neither was notification of blasting.

The driveway has been paved. Karen Lathrop reported she had provided a list a owners who wanted blast notification. Board would like it resent.

#### 8. Creamery Road Trees

Susan Elder stated there were some trees and branches cut along the Town right of way. The Board had a brief discussion but felt it was a minor problem. No action taken at this time.

#### 9. BCBS Insurance Renewal

Board reviewed the current plan in place. Noted there were increases to premiums and co-pays. Mike Kuban moved to accept current platinum plan. Susan Elder seconded the motion. All were in favor so moved.

#### 10. Highway

##### a. Access Permit Application– Corinth Road

Board Reviewed application, noted Rick Ackerman had looked at the site and signed off on the Permit. Mike Kuban moved to approve the access application. Susan Elder seconded the motion. All were in favor, so moved.

##### b. Trees at Town Garage – Update

Mike Kuban discussed the planting of trees at the New Town Garage with Peter Amber. Peter A. suggested Box Elders as they are fast growing. Joan G. noted there needed to be cover to shield neighbors from salt shed. Peter A. to get back to Mike Kuban with number of Trees and costs associated. No action taken.

##### c. DEC Correspondence on Floor Drains- Update

Joan Goodrich reported she called the State about this letter and explained the drain was there for snow melt only. The contact at the State was fine with this, Joan Goodrich reported the year before the State okayed the insertion of this drain. No action taken

#### 11. Transfer Station

##### a. Revise Fees

Board revisited the fee structure at the Transfer Station with updated information. Susan Elder moved to increase fees to \$2.00/15 gallon, \$4.00/30 gallon and \$5.00/45 gallon bag to be implemented at the start of the New Year. Mike Kuban seconded the motion. All were in favor, so moved.

##### b. Personnel – Executive Session

Susan Elder moved to go into executive session for a personnel issue as it could be detrimental to the Town at 7:30 pm. Mike Kuban seconded the motion. All were in favor, so moved.

Susan Elder moved to exit executive session at 7:41 pm. Mike Kuban seconded the motion. All were in favor. Susan Elder moved to accept Jacob Brooke's letter of resignation with his last day being November 19, 2016. Mike Kuban seconded the motion. All were in favor, so moved. Karen Lathrop advertise the position.

#### 12. Water/Sewer Department

##### a. Budget.

Board discussed current budget with ongoing issues of delinquent water fees and associated letters that need to be sent to users. No action taken.

#### 13. Town Clerk

##### a. Brocklebank Brewing LLC Special Event Permit.

Karen Lathrop, Clerk reported the form says Town Clerk can sign it, but below the form it states the Local Control Board should act on it. Board reviewed the Special Event Permit and Susan Elder moved to authorize Karen Lathrop, Clerk to sign it. Mike Kuban seconded the motion. All were in favor, so moved.

14. Approve Orders

Board reviewed the orders. Mike Kuban moved to approve orders. Susan Elder seconded the motion. All were in favor, so moved.

15. Town Administrator

a. Sidewalk Ordinance

Board reviewed ordinance. Susan Elder and Joan Goodrich both had wording they would like to change but do not want it to conflict with wording already on the permit. Board would like to research who actually owns the sidewalks. Ordinance reflects tax payers as owning the sidewalk that abuts their property. Board requested Town Admin to send a letter to owner of property that has the car on the sidewalk along with bushes intruding upon the sidewalk with a two week period of time to remedy the issue. No remedy will require enforcement of the ordinance.

b. Personnel – executive session

Mike Kuban moved as it might be prejudicial to the Town to enter executive session at 8:12 pm. Susan Elder seconded the motion. All were in favor, so moved.

Susan Elder moved to exit executive session at 8:27 pm. Mike Kuban seconded the motion. All were in favor, so moved. Susan Elder moved to accept Karen Lathrop's resignation as Town Administrator as of December 31, 2016. Mike Kuban seconded the motion. All were in favor, so moved.

16. Adjournment

Mike Kuban moved to adjourn at 8:30 pm. Susan Elder seconded the motion. All were in favor, so moved.