

Selectboard Meeting Minutes
10.20.2015

Attendees:

Carol Olsen	Joan Goodrich	Ruben Hook	Phyllis Hayward
Marty Gratz	Charlotte Mullen	Tom Mullen	Rick Ackerman
Dixon Corbett	Karen Lathrop		

Meeting came to order at 6:30 PM

Additions & Deletions

- Marty Gratz requested status report on old Town Garage – first item under Town Garage
- Karen Lathrop – addition of phone and internet – added to Town Garage
- Karen Lathrop – addition of resignation of Selectboard – added to Town Administrator
- Joan Goodrich – addition of adjournment

Town Plan

Tom and Charlotte Mullen came in to gather the Board's opinion on the amendments to the Town Plan. Joan Goodrich recused herself due to conflict of interest as Charlotte is related to her. The Board will be having a hearing on the Town Plan November 10, 2015 at the Town Hall at 7 pm. The Board stated they were not expecting to make any changes to the amendments the Planning Board put in place. The Board will have their hearing and barring any unforeseen items the Board anticipates adopting the Town Plan at their November 17, 2015 meeting. **No action taken.**

Listers – Reappraisal Update

Phyllis Hayward reported on the reappraisal to-date. James DeShome is the NEMRC representative and Phyllis has been completing site visits with him and reported outside work should be completed in two weeks. She reported due to the full time position Warren Lathrop has taken on, the Listers will be unable to complete the 50 parcels they initially stated they could. A new contract with NEMRC, which was the original contract, needs to be signed so the reappraisal can be completed. She presented the original contract. Discussion surrounded the budget for the reappraisal, the new contract, professionalism of NEMRC personnel, what constituted a complete and fair reappraisal of each house. Phyllis Hayward assured the Board the contract she presented was the original contract NEMRC submitted. She also vouched for the NEMRC personnel's professionalism. Phyllis offered to have the company come to a Board meeting. The Board declined the offer.

Joan Goodrich moved that after review of the contract if the only item changes are parcel number and price to original amount in contract the Board will sign the contract. Ruben Hook seconded the motion. All were in favor, so moved.

Town Garage

a. Status Update –Old Garage – Marty Gratz asked what would be done with the old town garage. The Board responded it would be used for storage. It was noted the road crew would still be plowing the area out. Marty Gratz asked the Board to think about granting her a right of way. **No action taken.**

b. COTW report – Dave Bradshaw reported flooring being installed, stairs completed, sheet rock 95 % complete, one heater working, heating in small bay being installed. He reported State Fire Marsha was at site on 10/19/2015. Fire Alarm must be installed before occupancy permit will be issued but no

other issues. Discussion on phone lines necessary. It was noted roof still to be completed. Completion timeline 2-3 weeks. **No action taken.**

c. Diesel Fuel Tank – Board reviewed prices. Board has the option to lease to own, buy a tank outright and/or buy our current tank and pump for a minimal amount. The current tank is old and single walled but the pump is brand new. Board is in favor of a combination of new tank and pump from current tank.

Joan Goodrich moved to buy a dual wall 1000 gallon tank from John W. Kennedy Inc. for 2885.00 and agree to pay a set-up fee with if under \$1000.00. Ruben Hook seconded the motion. All were in favor, so moved.

Joan Goodrich move to buy the on-site tank and pump from Dead River for \$1.00, seconded by Ruben Hook. All were in favor, so moved.

d. Above Ground Tank Permit Application - Board reviewed Above Ground Tank Permit Application and associated costs (see attached sheet) that pertain to it. **Joan Goodrich moved to sign the above ground tank application permit with Ruben Hook seconding the motion. All were in favor so moved.**

e. Salt Shed Update- Board reviewed contract with Civil Engineering Associates and signed contract. Administrative action only as Board moved to engage company at 10/6/2015 Selectboard Meeting. Town Administrator stated she e-mailed preliminary plans to Board for review.

f. Change Order- **tabled** as there were none.

g. Phone & Internet - Board reviewed rates for EC Fiber and Fairpoint Communications. Discussion by the Board about dedicated lines for fire alarms. Joan Goodrich to contact Fire Marshall tomorrow.

Joan Goodrich moved to go with EC Fiber for phones and internet with Ruben Hook seconding the motion. All were in favor, so moved.

Water/Sewer Department

a. Water Letter – Joan G explained our ordinance states nothing about connect/disconnect fees or interest. At some point the interest item was taken out of the ordinance. The first letter concerning delinquent accounts to go out tomorrow. Joan Goodrich will bring the other letter to the November 3, 2015 meeting. Joan Goodrich shared the opinion there should be a separate water/sewer meeting once a quarter and that our current list of users needs to be updated and asked Phyllis Hayward if the Lister's could help as they have knowledge of new places with the reappraisal information.

b. New Hire Update – Board asked Rick Ackerman to come to the next Board meeting on November 3, 2015 for an executive session from 6:00 to 6:30 for personnel. Town Administrator tasked to ask Nolan LaFrancis to come to the meeting.

Highway Department

a. Rick stated they used quite a lot of sand making the bank at the new town garage area and he needed 1400 yards more. Board had a discussion on whether large trucks should be parking at the old sand pile area. Joan Goodrich shared her Better Back Roads workshop from the Town Fair. Towns will be penalized due to Act 64 as it relates to storm water runoff. Towns will have to pay a \$400.00 storm water fee and \$2000.00 per year fee for a fund to clean up Lake Champlain. She said everyone should call their legislature and complain.

Budgets

a. Town Report – Board discussion on the format of the Town Report. Board was in favor of more transparency in our budgeting process. Board discussed the Auditors role in the Town Report. Board tasked Town Administrator to send out letters to all who send budgets and reports for the Town Report with letter stating proposed budgets to be submitted by November 25, 2015 and reports submitted by

December 15, 2015. Joan Goodrich to work with Jane on format and a list to Karen Lathrop for the letters. Board requested meeting minutes be sent to Jane Cushman.

Clerk

- a. **Card Reader** – tabled

Approve Orders

a. **Above Ground Tank Permit Application** – Karen Lathrop requested the Board add a payment of \$50.00 for Dept. of Public Safety for the above ground tank permit application. **Joan Goodrich moved to approve orders with the addition of the Dept of Public Safety in the amount of \$50.00 for the above ground tank permit application and the addition of dry hydrant in the description for Thrasher for hoe work. Ruben Hook seconded the motion. All were in favor, so moved.**

Town Admin

- a. **Old Business**

Source Protection Plan Update – Karen reported the plan update was transmitted to the State on the fifth of October. Update was approved by the State and next plan update is due October 2, 2018.
No action taken.

Zoning Administrator – Karen reported our new Town Zoning Administrator is Timothy McCormick, he will start October 23, 2015. For now he will be based out of Karen's office. Preston Bristow still has a set of decisions to write and has had a meeting with the new ZA to bring him up to speed. Preston Bristow has offered to answer questions for our new ZA while he transitions in.

No action taken.

Chelsea Health Center Sign – Board reviewed Mr. Bristow's opinion on the zoning aspect of the signage. It is a state sign and is not overshadowed by zoning law. Board discussion on the sign.
Ruben Hook moved to allow the Chelsea Health Center to place a sign on Town property down by the Heath Field with Joan Goodrich seconding the motion. All were in favor, so moved.

Town Wells/Insurance – Karen Lathrop reported to the Board in order to add the two wells not on the Property Schedule, she would need a valuation of what the wells would cost to replace. The Board thought she should have a meeting with Jane and Nolan to come up with costs, report to the Board and then add to Insurance.

b. **New Business** – New Town Garage Insurance- Karen Lathrop reported back to the Board that VLCT would need the effective date of ownership, replacement cost of structure, total content value and the address to insure. She also reported the Board would need to look at adjustments to the old garage as well.

c. **Resignation of Selectboard member** – Carol Olsen read Michael Kuban's letter of resignation due to work constraints. The Board regrets losing Michael but understands the problem. The Board tasked the Town Administrator to post the vacancy notice and Karen offered to put a Town Clerk's news together and add that to it.

Adjournment

Joan Goodrich moved to adjourn at 9:30 pm with Ruben Hook seconding the motion. All were in favor, so moved.