

**Selectboard Meeting Minutes
12.15.2015**

Attendees:

Carol Olsen	Susan Elder	Joan Goodrich	Michael Button
Ruben Hook	Karen Lathrop	Rick Ackerman	Larry Stewart
Sheriff Bill Bohnyak			

Carol Olsen, Chair, brought the meeting to order at 6:33 pm and asked for any additions or deletions to the agenda.

Additions to the agenda:

- Certificate of Substantial Completion & Certificate of Final Completion under Highways
- Selectboard Stipend and Employee Tokens under Town Administrator –other

Approve Minutes

Susan Elder moved to approve the 12/1/2015 minutes as written with Joan Goodrich seconding the motion. All were in favor so moved.

Susan Elder moved to approve the 12/2/2015 minutes as written with Joan Goodrich seconding the motion. All were in favor so moved.

Orange County Sheriff Contract

Carol Olsen thanked Sheriff Bohnyak for coming to the meeting and introduced the newest members of the Board. The Board requested more information in order to make an informed decision before signing the annual contract. Sheriff Bohnyak stated the increase per hour from \$38.00 to \$40.00 was due to liability insurance increases (5%) and workers comp increases (8%) this year but not fuel costs as had previously been stated. Discussion surrounded what the Town receives from tickets, how many hours of service would be lost due to increased price and if the Town was billed for work on drug issues. Sheriff Bohnyak reported Town should be receiving 80% from tickets but sometimes the Court has changed the ticketed amount, and there would be about a one hour loss of service per month with the new rates. He reported Orange County Sheriff would initially respond to a drug issue but it is quickly turned over to a task force so as not to burn through a Town contract. The Board was concerned about the crossed out section 5 of the contract pertaining to entitled compensation for the Sheriff. Sheriff Bohnyak said it was required to be in there contractually, but he has always crossed it out as he has never taken the compensation and had no problem initialing the crossed off section for the Board. The Board thanked Sheriff Bohnyak for answering their questions. The Board discussed the loss of service hours. **Joan Goodrich moved to set the contract for Orange County Sheriff's Office for fiscal year 2016 at \$12,600.00. Mike Button seconded the motion. All were in favor, so moved.**

Personnel

Joan Goodrich moved to go into executive session at 7:00 pm for a personnel review. Susan Elder seconded the motion. All were in favor, so moved.

Joan Goodrich moved to come out of executive session at 7:15 pm. Mike Button seconded the motion. All were in favor so moved.

The Board disclosed their decision on the 90 day personnel review. **Joan Goodrich moved Lawrence Stewart be hired as a full time at \$15.50 per hour at this time. Ruben Hook seconded the motion. All were in favor so moved.**

Highway Department

a. Salt Shed

The Board had a discussion with Rick Ackerman about the temporary salt shed at the new Town Garage. Discussion involved costs, authorization to build, previous meeting discussions on the subject. The Board is concerned with an unpermitted structure there and the proximity to the river. Rick reported, he had a discussion about the structure with Rita Seto from TRORC in September. Rick Ackerman reported Rita had contacted a person from the state who said there would not be a problem with a temporary structure. The Board questioned why this information was not brought to their attention earlier and requested Rick Ackerman contact Rita Seto and request she obtain written permission from the person at the State level with whom she spoke to. The Board will address this at their next regular meeting.

Rick Ackerman requested to stockpile gravel at the area at the top of the sand pile. The Board stated they are fine as long as no overspending the budget.

Rick Ackerman asked their thoughts on a gate at top of entrance. Board discussed pros and cons and the Board requested Rick Ackerman bring back costs to them at another meeting.

The Board requested a brief explanation of items in his budget as it is the first time some of the Board has worked with his budget.

Joan Goodrich mentioned there would need to be an additional line item in the Highway Department for \$2000.00/year to meet Statutory requirements of Act 64, The Vermont Clean Water Act as well as an annual permit at this time does not have associated costs developed.

b. Open House

The Board selected February 6, 2016 from 9-1 for an open house for the new Town Garage with a snow date of February 13th. They would like Rick to attend. Board tasked Karen Lathrop to provide coffee, a cold drinks, and donuts for the event.

c. Certificate of Substantial Completion and Final Completion

Karen Lathrop reported, Chuck Goodling from Dubois and King, dropped off final paperwork for the Town Garage to be signed. Change Orders were already approved as PCO's so they were signed administratively. The Board reviewed the Certificates. **Michael Button moved to approve and sign the Certificate of Substantial Completion. Joan Goodrich seconded the motion. All were in favor, so moved. Michael Button moved to approve and sign the Certificate of Final Completion. Joan Goodrich seconded the motion. All were in favor, so moved.**

Water/Wastewater Department

a. Delinquent Water Letter and Payment Agreement

Carol Olsen asked why her name would be on the letter as she would rather it be Water Board or Selectboard. Joan Goodrich explained it had to be written according to statute and read the statute pertaining to the letter. The letter would also have to be on pink paper by statute. She reported, she had spoken with Nolan LaFrancis, Head Operator at the Water Department and he was on board with the letter. The Board thanked her for her work on the letter.

Ruben Hook moved to accept the water letter and the payment agreement as written but with the addition of the Town of Chelsea. Susan Elder seconded the motion. All were in favor, so moved.

Transfer Station

a. Monthly Update

Karen Lathrop stated the month of November receipts were \$4520.80 and that annually the receipts were \$47,709.45. She reported costs are on the rise with all haulers. She met with Charlotte Lowe, Outreach Coordinator, surveying the recycling and trash the 12th. There was a brief discussion

about the building at the Transfer Station and propane for it vs an outhouse. There was Board discussion of safety issues at the Transfer Station. The Board requested an invitation go out to Carl Hubbell for their January meeting and the job description be available to them for their next meeting on December 29, 2015.

b. Recycling Shute Refurbishment.

Ruben Hook stated he has the metal for the recycling shute but does not the time due to his father's injury. He would appreciate it if the Board would find someone else to do the welding at the Transfer Station. Carol Olsen to look into it.

Budget - Tabled to next meeting.

Orders

Board reviewed the orders. **Joan Goodrich moved to approve orders. Michael Button seconded the motion. All were in favor, so moved.**

Town Administrator Report

a. Correspondence

Karen reported the Town Hazard Mitigation Plain had been accepted by FEMA and would be due to be resubmitted in 5 years. TRORC has an upcoming meeting in Fairlee on January 14, 2016 at 9:30 which she cannot attend. **Carol Olsen volunteered to go.**

Karen sent the Certified Equalized Education Property Values to the Board electronically. The reappraisal is still ongoing. The numbers are based on the sales study. **No action taken.**

GMEDC had sent a letter requesting the Town to join at 0.50/capita. Carol Olsen stated historically the Town had joined but there was no benefit to the Town. **No action taken.**

Red Cross has sent its monthly request for a donation. Karen Lathrop stated Red Cross won't submit a petition. Therefore they are not on the appropriations list. **No action taken.**

Karen reported she met with Doug Boardman, to take pictures of bridge lights for Tylin International, the engineering company working with the State on Bridges 9 & 11 and reported she felt the Town should go with LED lighting in the future and requested information from Tylin on solar power battery backup for the lights. **No action taken.**

b. New Business

Karen Lathrop reported the Herald was asking if they could receive minutes and edit them to put in the paper. Carol Olsen stated that had also happened in the past and past Boards stopped it. Michael Button stated they can request minutes. **No action taken.**

Karen Lathrop reported Solid Waste Dues going up to \$2.00 per capita, All Metals has raised their hauling fee from \$130.00 to \$160.00. Freon removal will now cost \$200.00 per year plus the hauling fees for the metals. Big Green, who was our vendor, for refrigerators and air conditioners no longer will come haul them away. Karen suggests the Board think about upping what is charged or look at scales to charge appropriately, although there is not much room at the Transfer Station for them. **No action taken.**

Karen Lathrop reported the Town might want to look at the Solar Resolution and think about placing it on the Town Meeting Warning. **No action taken.**

c. Old Business

Roof -Karen Lathrop reported the roof repairs are almost finished but there is always maintenance to be done. Doug Hayward to put together a report of what still needs to be completed.

Karen Lathrop to look at grants for this next year. She will look at grants for the inside also for the stage.
No action taken.

Fire Dept/Drying Bed Usage -Jim Carrien from VLCT stated as long as Fire Dept. and Ambulance Dept. gave the Town a rider they have no problem with storage on Town Property. Karen stated she still needed to speak with Nolan LaFrancis to see if there would be a problem. Board wanted to know what was being stored. Old hoses, snow mobile etc. **No action taken.**

VLCT Pacif Hazard Survey -The Pacif Hazard Survey is the next item to be worked on now that the Town Garage is finished. Karen Lathrop stated she would be sitting down with Nolan LaFrancis Thursday to put the Hazard Communication Plan for the Wastewater System together. **No action taken.**

Moxley Bridge – Karen Lathrop reported Judith Erlich from Historic Preservation has given four dates to meet. The Board discussed the dates and chose January 18, 2016 as the date they can meet. Karen to finalize time.

Other – Selectboard Compensation and Employee Tokens

Karen Lathrop reported Jane would like clarification on what to pay out for the stipend for the Selectboard position held by Mike Kuban for part of the year and Susan Elder. The Board discussed the proration of the stipend.

Joan Goodrich moved to pay the stipend for the Selectboard with the prorated amount for Michael Kuban for 7 months and 5 months for Susan Elder. Ruben Hook seconded the motion. All were in favor, so moved.

The Board discussed employee tokens. **Michael Button moved to pay annual tokens to employees as in prior years with Larry Stewart at \$100.00, Karen Lathrop at \$100, with Jane Cushman as well at \$100.00. Susan Elder seconded the motion. All were in favor, so moved.**

Adjournment

**Joan Goodrich moved to adjourn, seconded by Susan Elder. All were in favor, so moved.
Adjourned at 9:20 PM.**