

Selectboard Meeting Minutes -Approved  
April 5, 2016

Attendees:

Michael Button	Michael Kuban	Ruben Hook	Susan Elder
Mechelle Thomas	Rick Allen	Karen Lathrop	

Adjustments to agenda

- Add Limit Assets under Town Clerk
- Hall Curtain under Town Clerk
- Town Representative First Branch Ambulance
- Property Maintenance Contract under Town Admin

Approve Minutes

Mike Kuban moved to approve 3.29.16 minutes with Ruben Hook seconding the motion. So Moved.

Water/Sewer Department

a. IDDE Study

Karen Lathrop updated the Board on the Illicit Discharge, Detection and Elimination Study. Watershed Consultants Associated requested an authorization letter to proceed on Town Property. Mike Kuban moved to sign the authorization letter to Watershed Consultants Associated with Ruben Hook seconding the motion. So moved.

b. Flood Study

Susan Elder reported meeting Dubois and King and they have done a walk thru of the bridges and streams. Contact info is available at the Clerk's Office.

Highway Department

a. Moxley Bridge Update

Karen reported she was cc'd on an e-mail to Mike Blakeslee from Chris Bump about the Moxley Bridge Project. Grant going in at \$56,850 with John Weaver's changes.

b. North Common Walkway

Karen stated she had spoken with Will Gilman and there was not much usage of the walkway but if pavement is left and covered over the grass would not grow well. Board reiterated it is the walkway to nowhere. As the common does not fall into flood plain, no permit is necessary. Karen tasked to speak with Rick as to costs of the project and if he could fit it in his schedule.

Transfer Station – Tabled

Town Clerk

a. Liquor License – Will's Store

Board reviewed renewal application for license. Mike Kuban moved to approve the renewal application for Will's store with Susan Elder seconding the motion. So moved.

Limit Assets, Co-owner, Tim Ward dropped his application off. The Board stated it would be on the April 19<sup>th</sup> agenda where they would take action on it.

b. Hall Curtain

Karen reported the Hall Curtain ropes for lifting the curtain were tied in a knot and curtain left half up and in order to bring the curtain down the ropes had to be unstrung. Does not know who is at fault for it but will look for help in restringing it, hopefully at no cost.

Town Admin

a. ADA Compliance- Town Hall Lavatory

Tabled until the next meeting.

b. RFP Maintenance of Town Property

Karen reported the RFP did not state a contract length and she chose a 1 year period. Historically it has been three, but this year would be one and the next RFP could have a contract period built into it.

Town Meeting

Board discussed assigning budget sections. Concerns were noted that the Board does not know which questions would be asked. Mike Button offered to give a brief summary of the proposed changes and Board could speak to questions asked from the floor. Mike Kuban stated the Salt Shed would be a topic and asked Ruben Hook to speak to it as he is knowledgeable in that area. It was noted, no one has worked on the Town Administrator job description.

First Branch Ambulance Representative

Mike Kuban brought to the Board's attention that Town Representatives to the First Branch Ambulance Board need to be appointed every two years. Currently, Kelly Lyford is the rep and she has indicated to First Branch Ambulance that she can no longer fulfill her commitment. Mike Kuban also reported Monique Braman has shown an interest in becoming the Town Representative to the Board. Board discussion on FBA amending by-laws to include a rep from Gifford might lead to needing another rep as our 2<sup>nd</sup> current rep is Brooks Ann Chapin who could possibly become Gifford's rep. Susan Elder moved to appoint Monique Braman, Town Representative to First Branch Ambulance Board for a two year term, with Mike Kuban seconding the motion. So moved.

Approve Orders

Board reviewed orders- Mike Kuban moved to approve orders with Ruben Hook seconding the motion. So moved

Adjournment

Ruben Hook moved to adjourn with Susan Elder seconding the motion. So moved.  
Meeting adjourned at 7:38 p.m.