

June 16, 2016

6:30pm

Attendees:

Joan Goodrich	Mike Button	Mike Kuban	Carol Olsen
Ruben Hook	Mike Whipple	Rick Ackerman	Bill Smith
Karen Lathrop			

Additions & Deletions

Mike Whipple - Personnel Issue

Bill Smith- Rain date- use of hall

Orange Superior Court –Bell Tower Project

### **Use of Hall**

Mr. Smith had been granted permission to use the North Common for a choir group from Texas to perform for the public. He seeks the use of the hall in case of rain. The choir will be completing service tasks around Town during the time they are here. The Board has no problem with granting one-time events that benefit the community. **Joan G moved to allow the use of the hall in case of rain on Tuesday, June 23,2015 at no charge with Mike K. seconding the motion. All in favor, so moved. Mr. Smith thanked the Board for their service to the community.**

### **Personnel**

Mike Whipple stated he has been offered another position with better pay and benefits and felt he should give the Board an opportunity to counter offer as he has been with the Town for 18 years. **Mike B moved to enter executive session at 6:40 pm to discuss personnel compensation with Mike K. seconding the motion. All were in favor, so moved. Joan G moved to come out of executive session at 6:50 with Mike B seconding the motion. All were in favor, so moved.** Mike B. stated the Town could not match the compensation package of the position offered, the Board thanked Mike Whipple for his years of service, wished him good luck with his future position and asked him to provide the Town Administrator with a formal letter of resignation for his personnel file.

### **Minutes**

**Mike K. moved to approved the minutes of 5.20.15, seconded by Joan G. All were in favor, so moved. Mike K. moved to approve the minutes of 6.2.15, seconded by Ruben H. All were in favor, so moved.**

### **Approve Orders**

Joan questioned a WEC bill of \$504.94 coming out of the Selectboard budget. Discussion ensued about which account it should be place into. **Joan G. moved to the orders as presented with the exception that the WEC bill of \$504.94 be moved to Town Garage Orders, seconded by Mike B. All were in favor, so moved.**

### **Highway Department**

Town Garage Update-The Board wanted information on the moving of the louver. Karen reported there was some info in the packet of proposed change orders. Karen suggested the COTW be at the meetings

and also suggested the Contractor and Engineering Firm come to the next meeting. The Board agreed and tasked Karen to inform them. The Board went over the proposed change orders.

PCO#6 - Lighting, +\$1267.17- Karen stated it was a design flaw, the Board discussed it with Rick and concurred and **no action was taken.**

PCO#7-Floor Drains -\$2145.00- stainless steel replaced with cast iron. Board stated this was decided to accept at an earlier meeting

PCO#8-louver-Board stated not enough information. **No action taken.**

PCO#9- Dry well- The Board restated they were in favor of this dry well. Joan asked Karen to find out if the oil/water separator was included in the total cost of the PCO. **Joan G. moved to adopt change order #9 with the exception being only if the oil/water separator is included in the price. Mike K. seconded the motion. All were in favor, so moved.**

PCO#10 – Sandpile Mitigation- Joan reported on the visit with Chuck G. She reported the sandpile was going to be 20ft high, 112ft long and 60ft wide. It was to be angled. Joan stated Chuck G. was supposed to get back to them with information and has not, so not enough info. She thought a wait and see option would be worthwhile. Board asked Ricks opinion. He stated he would go with the wait and see approach and town crew would do the work next year. Board is in favor of waiting **and no action was taken.**

PCO#11- 2<sup>nd</sup> sand pile option- no numbers- Discussion ranged around fill and more work on the road and what is perceived as a bow in the roof structure. Carol will find out information at the bi-weekly meeting. **No action taken.**

Color for flooring and cove (plastic mopboard) Board looked at colors. **Joan G. moved and Mike B. seconded the choice of dove grey MCT-621 for flooring and 474-Zen for cove. All were in favor, so moved.**

### Equipment

Rick A. gave a report on the equipment status. He is waiting on his truck body. It came in the wrong color. The Board and Rick A. had a conversation on sharing the Town pickup truck. Some of the Board questioned the necessity of another truck. Rick A. stated the Town has three routes it plows and the pickup truck is not physically equipped to deal with a heavy snow load. He presented the Board with three options for the six wheel truck that is needed before winter.

#### Cab & Chassis

Western Star	\$107,900.00
International	\$111,516.00
Freightliner	\$112,950.00

The Freightliner couldn't be started until October, the Western Star didn't spec out the same as the International which is a ten liter instead of a nine and has a hs series drive axle.

Body Package	\$62,850.00
Reversible Plow	\$ 2,750.00 –Optional

Rick noted the Body package includes the Belly Scraper. The Board asked what we had for equipment and Rick listed all it. The Board had a discussion about currently financed equipment. The Board asked Rick A. to be careful of his comments as they may be taken the wrong way. The Board would like him to put forth a more positive opinion in the future. Going forward the Board would like to put a list of criteria in place for a bidding process. The Board restated the need to put an equipment replacement schedule in place also. The Board feels the need to refinance Brian's truck in the fall. **Mike K. moved the**

**Town purchase the International Six Wheeler from Clark's for \$177,116.00 including the reversible plow with Joan G. seconding the motion. All were in favor, so moved.**

### **Fuel Pump**

Rick A. has no numbers yet but the cost of a card reader would be on the Town and the cost of the replacement pump would be a cost to Dead River.

### **Personnel**

The Board discussed hiring someone to replace Mr. Whipple. They discussed State certifications, Town liability, highway crew covering Mike W.'s place, outsourcing the position, safety issues. The Board asked Rick. A to have a conversation with Nolan L. about second person coverage. The Board asked Karen L. to set up a Special meeting with Nolan L. for early next week.

### **Water Department**

Joan G. passed out a draft delinquency letter she drafted to send to all on the water & sewer system and reported the Town has a letter for water shutoff that needs to be revised and explained the delinquent water fee recovery plan she would like to see the Water Board adopt. The plan would divide the delinquent amount owed by 12 for the monthly repayment plan. There would have to be a legal agreement document for people to sign off on. Joan G. reported our treasurer, is fine with the plan. Joan G. said the Water Board could give Jane guidelines to go by. Discussion ranged around who was delinquent. Joan G. mentioned the only way a person's water couldn't be turned off was with a Doctors' note.

### **Town Administrator**

Karen L. gave a report on the following:

- Town Garage- Knox box application going in, Garage bills, Norm Button Well testing-well under normal level. Nolan L.'s letter of recommendation. Board discussion on well drilling. No action taken.
- Highway Department -No Road Grant- "unofficially" have a structures grant- Better Back Road Grant next week, new timesheet. Board would like one modification, column for administration.
- Transfer Station- Sarah Caouette published an article on recycling, the Closed Landfill inspection came in. Karen has had a conversation with Rick A. about what needs to be completed. Recycling containers have been ordered.
- Water & Sewer Department- CCR reports are finished, Water rates for the State are increasing.
- Personnel Policy being retyped, reviewing three Towns 2015 adopted personnel plans, many places to find policies for other policies of the Town.
- Bridge 11 e-mail from Jen Fitch.

The Board and Karen L. discussed continuing this position but feels Karen L. should not work on the weekends. Karen L. will comply.

**Joan G. moved to adjourn with Mike B. seconding the motion. All were in favor, so moved and adjourned at 9:24 p.m.**

