

SELECTBOARD MEETING
TUESDAY DECEMBER 18, 2012 – 6:00 P.M.
Treas/AA Office

Attendance: Jack Johnson Jane Cushman
 Carol Olsen Karen Lathrop
 Erik Anderson – 6:15 Heidi Allen Goodrich

1. Adjustments to Agenda
 - a. Next meeting date – New Business
 - b. Vacation Time – New Business

2. Approve Minutes to the December 4, 2012 meeting – Jack moved and Carol seconded the motion to approve the minutes as written. So moved.

3. Public Concerns
 - a. Karen expressed concern about snow being plowed up against the town hall.
 - b. Carol has been approached by 2 young people interested in working with the energy committee. Carol directed them to Steve Gould and Phillip Mulligan.

4. Water Department
 - a. Other – The Board reviewed historical documents that were originally used for setting the rate structures.
 - b. Carol will check with other water systems to do a comparison of rates and write a report to be included with the Selectboard report in the town report.

5. Road
 - a. Budget – tabled until the next meeting when Rick attends.
 - b. Other – Reviewed a bill from TRORC for grant work. Jack is going to check with TRORC to see why the bill is more than the grant and to see what the finished product is.

6. Town Clerk
 - a. Budget – Reviewed and approved Karen’s budget for the Town Hall for \$71,320.25.
 - b. Other – Carol moved and Jack seconded the motion to place surplus 2012 Maintenance budget money in the Town Hall Renovation Fund for roof repairs. So moved.
 - c. Karen is investigating electronic records management and will revisit later.
 - d. Karen is starting to catalog the vault. She has found very old records which may have to be reviewed by professionals to determine if they are of value to the town.
 - e. Karen advised the board that she suspects that the State will be mandating tabulators soon as well as the need to keep vital records locked up.

7. Old Business
 - a. Appointment of Officers (Constable) - Tabled
 - b. Generator – Erik advised that the town might have to hire an engineer to do a study to determine our needs for a generator. Erik is going to talk to another municipality that is in the process of making this determination to get an estimate for the cost to do the engineering plan. He will then discuss this issue again with the Schoolboard.
 - c. NIMS - Tabled

- d. Heath Field Permit Appeal – Jack moved and Carol seconded the motion to enter executive session at 7:56 p.m. So moved. Exited at 8:20 p.m. with no action taken.
- e. Budget – Tabled to next meeting.
- f. Other

8. New Business

- a. Auditor – Jane will check with the auditors to see if they have any suggestions for a 3rd auditor. If necessary, a short meeting will be warned to appoint an auditor.
- b. Tokens of Appreciation – Carol moved and Jack seconded the motion to award the same amounts as in the past. So moved.
- c. Town Plan – The Board discussed Two Rivers-Ottawaquechee Regional Commission's request for recommendations for future needs for town facilities, the priority and possible costs. The garage is the top priority.
- d. Meeting – Because the next meeting date will fall on January 1, 2013 the next meeting will be held January 8, 2013.
- e. Vacation Time – The Board agreed that it will be easier to track vacation and personal time if it is awarded on January 1st each year instead of the anniversary of each employee's hire. For January 1, 2013 each employee's time will be pro-rated and from January 2014 each employee will be awarded their full vacation/personal time.

9. Adjournment – Carol moved and Jack seconded the motion to adjourn at 8:25 p.m. So moved.