

Selectboard Meeting Minutes
June 2, 2015

Meeting came to order at 6:30 pm

Attendees:

Joan Goodrich	Michael Button	Michael Kuban	Ruben Hook
Karen Lathrop	Wayne Ladd	Rick Ackerman	

1. Additions & Deletions

Susan Morse signage for Solarize Vermont throughout summer.

Wayne Ladd – Update on Bridge 9 & 11

Rick Ackerman, Road Foreman – Equipment

Vice Chair, Mike Button, accepted additions to agenda. Additions to come first on the agenda.

Signage

Susan Morse expressed a desire to place signage up for Solarize Vermont Events during the months of June July and August. She would like to use the space at the corner of the Town Hall and Library. She would coordinate this with Karen Lathrop. Joan Goodrich moved to allow the banner to go up on the corner by the Town Hall with Mike Kuban seconding the motion. All were in favor, so moved.

Minutes

Mike Kuban moved to approve of the 5/12/15 Community Forum as well as the minutes from the 5/19/15 regular Selectboard Meeting and table the 5/20/15 Bi-Weekly Construction Meeting until the next meeting with Joan Goodrich seconding the motion. All were in favor, so moved.

Transfer Station

Carl Hubble gave his monthly update. He noted grass at Transfer Station needs to be cut, the under-side of the bins needs cleaning and the power bin work. Carl would like to know if grass cutting is part of the Attendant's duties? The Board has a concern that the key was left in the compactor. This a liability issue. Carl stated the key is now in a safe spot. There was discussion on what was taken up to the transfer station. When asked about recycling containers necessary to the Transfer Station, Carl Hubble stated nothing needed there we are ahead of the process. Carl Hubble would like to see the building next to the gate moved. Town Administrator listed issues with moving it as no place for composting toilet, permitting issues, money. These questions need answers before moving it. The Board needs to make a visit to the Transfer Station. The Selectboard has concerns on liability issues with Carl cleaning around or under the bins. They would like Carl to notify Karen before he starts the cleaning and call her when is done for his own safety. The Board also stated they would like Carl to wear a tear away vest so he is more visible to people driving in. **Joan Goodrich moved the transfer station attendant will maintain the grass at the transfer station using the Towns weed-whacker, seconded by Ruben Hook. All were in favor, so moved.**

Rick Ackerman questioned whether there was an issue with trash that is brought up to the Transfer Station. Karen explained the issue to the Board. Carl stated it is a coordination issue which is easily remedied. Karen will address this with the appropriate people

Highways

a. Bridge Update Request - Wayne Ladd requested an update from the Selectboard on their position on the 12 day closure for the Accelerated B ridge Project for bridges 9 & 11 to be replaced in 2017. The Board stated they have not voiced an official collective opinion as a Board as they are still gathering information. Mr. Ladd voiced concerns about the 12 day closure, the impact to the Town and to the delivery of the mail. The Board stated they are aware of the increased bridge closure date and they are taking it seriously. There will be impacts but the bridges need replacing. Mr. Ladd questioned the Board on whether they had contacted the Army Corps of Engineers about a temporary bridge or State Representatives about this matter altogether. The Board replied they had not, but the Board maintains the State is in charge of the bridges, and the State has been upfront that this is an Accelerated Bridge Program from the start of the process. The Board stated the detours would be a logistical issue for USPS. Many other Towns have been through this process. **No action taken.**

b. Equipment repair. Rick gave the Board an update on the chipper repair. Rick called Green Mountain Diesel to have it looked at and stated he did not want to sink money into it as it only cost \$500.00. Green Mountain Diesel put an injection pump in at a cost of \$1800.00 without approval and then stated it would be another \$2600.00 for a burnt valve. Rick picked up the machine, took it over to Corinth's garage, he worked on it and took the head to Sanborn's machine who will reseat the valves for \$100.00. Hopefully that will be all that is needed. Rick stated the chipper is a \$20,000.00 piece of machinery and it will pay for itself in the brush cleaning. Joan thanked Rick for his good idea of getting the head ground. Karen stated the FEMA grant will more than pay for it. Equipment costs are factored into grant money received. **No action taken.**

c. Rick would like the Board to consider buying a 6 wheel dump truck. The Board has spoken about it at other meetings and Rick stated it takes time to build one. Joan asked if there was money in the budget for this item. Mike Button stated not in this year's budget and related what has happened historically. Joan feels there needs to be more communication about these items in the Town Report as good communications are needed with the voters in Town. Mike Button stated improvements in communications are necessary. Ruben Hook felt they should have kept to a schedule of purchasing equipment and the Board agreed a schedule needs to be created and go forward with it. The Town Administrator reminded the Board Brian's truck which is the 2011 ten-wheel dump truck has a large payment due in the coming year. Mike Button stated the regular payment for it is \$21,000.00+/- with a balloon payment of \$55,000.00 or \$56,000.00 in July. Mike Button feels we should re-finance this vehicle. Joan asked if Karen could get some numbers on this. Mike Button is worried about whether the truck will be worth \$79,000.00 in 9 months. Mike Kuban questioned whether we needed to be a concerned about this truck? Rick Ackerman is concerned because the engine is a Force Max engine and there has had quite a lot of trouble with them and the engine might not last. Mike Button feels we need to be concerned now. A Joan restated the issues and felt more information is necessary but felt tonight the discussion was about a six-wheeler. Rick stated his concern right now is the six wheel dump because the pickup doesn't work like the 550. Rick stated the pickup won't replace the 550 as the pickup can't plow roads regularly or sand them. Rick would like to get a four wheel drive six-wheel dump truck with an underbelly blade. Truck would be around \$115,000.00 with \$ 65,000.00 for a plow package for the under belly blade. Mike Button asked what an alternative be? Rick stated another option would be a regular six wheel dump truck without an underbelly blade as it would be cheaper. Joan asked whether it would be a four wheel drive no matter what and Rick stated yes a cab and chassis.

Mike Button would like to see some cost proposals. Rick reiterated the price. Joan asked who that was through and Rick stated that would be through Clark's. The Board would like to see three prices. Joan asked Rick if he could have the prices for the next meeting. Mike Kuban wanted to know if the old truck was work anything and if we could have sealed bids on it. The Board told Rick to come back with some prices so they could continue to have a discussion on it. Rick asked if prices were for just the four wheel drive. The Board said prices for the whole package. **No action taken.**

d. Town Garage Update

Mike Kuban is unhappy with Dubois & King seeking last minute decisions. The Board felt they have informed Dubois & King of the lead time needed. Joan was unsure of what the cost savings was for and Karen stated it was for floor drains. Karen asked if they could give her authority for approving cost saving measures. The Board felt that would be okay but worried if the engineering firm wanted approval of an item that would cost money between meetings. **Joan Goodrich moved to accept the change order on changing the drains to cast iron instead of stainless steel as proposed with Mike Kuban seconding the motion. All were in favor, so moved.** Mike Kuban asked that a change order number be assigned to the submittal.

Karen stated color choices for the windows and louvers needed to be approved. The colors were discussed. **Mike Kuban moved to accept white for trim and louvers for the Town Garage seconded by Ruben Hook. All were in favor, so moved.**

Rick gave a report on where the fuel tank should be placed. Rick stated there would be more lighting in the front. There has to be access for the Fire Department and Ambulance. Joan and Rick will decide that at the bi-weekly construction meeting where they can look at the blueprints and speak with the contractor. Joan also brought up putting in a system in for better management of dispensing the fuel. Rick stated Dead River owns the tank and they will need to be consulted. The Board asked Rick to speak with them about it. Rick brought up the sand pile. He spoke with Dave on it. Rick doesn't feel there should be any slope to the pile. Joan stated that could be discussed at the bi-weekly meeting. There was discussion on how much yardage of sand needed. The Board felt a little overage of sand was a good idea and felt about 5000 yards of sand on hand so there would not be a reason to haul it in the spring. Rick expressed his ideas on the sandpile be dug deeper. Joan stated the wetness won't allow them to go deeper. Joan will check on excavation tomorrow at the meeting. There was discussion on the drainage which Joan will speak about at the bi-weekly meeting also. Karen reported there are three different plans for drainage but no costs have been submitted yet. Rick thought they could save money by trucking it themselves, and also could take some of the money out of highway budget for the stone. Karen reported on the different options. The Board does not feel it should be put off but does not have enough information to make a decision yet. **No action taken on sand pile drainage.**

Personnel

Highway overtime- Joan wanted an explanation on the overtime worked. One was a ten hour day to fix equipment. Rick explained whatever equipment they fix or clean they mark equipment. Joan wants more details on what is being done. The Board does not know if something is broke or regular maintenance is ongoing. Mike Button agreed, and they would make better decisions as a Board when they have more information. Joan stated they were looking for backstory on what was graded or fixed or which truck was used. This would affect our return money coming in from Fema. Joan stated our Town had some of the better roads and they feel the Highway Crew worked really hard. Mike Kuban stated if the Board could see an issue with money being spent on certain items they could make better decisions on the whether the equipment needs replacement. The Board would track problems better.

Rick explained there is not always time to write information down with only two employees. Joan wanted to know if the Highway Department could use someone to help in the summer? Rick stated there were slower times and busier times but did not think a person would want part time work. Joan wanted to know if Rick knew of someone who would like some part time work? Mike Button stated the whole point of having the equipment was for the Town to provide better service to the Townspeople Karen stated the extra person would free up Rick for more efficient use of his time. Mike Kuban wanted to know if it a summer temp would be worth having? Rick stated the need for a person with the CDL. Mike Button stated the Board should continue this discussion over the summer and put it in the budget. Joan expressed her opinion that the Highway Crew worked hard. Mike Button would like to see Rick come up with a plan over the summer on how we could work more efficiently with three people. Rick stated the Town Garage would increase the workload keeping it clean. The Board agreed. Rick stated if both employees took all their vacation time there would be three weeks when nothing would get done in Town, But Rick stated they had run the numbers it was cheaper to work overtime than to have three employees with benefits. The Board feels there is work that needs to be completed and wants to continue the discussion. **No action taken.**

Water Department

Water Ordinance- Joan would like to start a process for a letter to go out about the water department delinquencies with shut off wording. Joan will bring something for the Board to look at. Mike Button asked if it would refer to the statute? Mike B. would like to see it in the ordinance. Joan believes it is in there. It was checked and there is wording in our ordinance that covers delinquencies. Joan stated two letters might be needed. One letter to inform people of changes in the collection procedure and a second one to go out to the person's on the delinquent list.

Town Administrator Report

Report covered fuel tank location, window & louver colors, total amount spend on Special Inspections, ICS-200 course on Sept 12, 13, 2015, FEMA grant amount, Rec Committee Perpetual Care Fund. Scope of duties for Town Administrator. Karen would like a better job description. **Discussion on it, but no action taken.** RFP on Transfer Station, Board will look one when it put together. Mass mailing option of informing people of the mandatory recycling law? No, just handouts for Carl Hubble and use Town Clerk News in the Herald. Karen went over recycling container options. Consumer Confidence Report, out by July 1, 2015. Personnel Policy is being typed, a signage policy will be typed, Closed Transfer Report will be ready by July 1, 2015.. Ongoing work – personnel policy and source protection plan by October. There was brief discussion on what happens when no one has signed the orders. Board would like a legal opinion to ensure the legality of the signing of warrants.

Mike Kuban moved to adjourn seconded by Joan Goodrich. All were in favor, so moved.

Meeting adjourned at 8:55 p.m.