

Selectboard Meeting

8.4.15

Attendees:

Jane Cushman	Jeremy Hook	Bruce Hook	Ruben Hook
Joan Goodrich	Karen Lathrop	Rick Ackerman	Mike Button
David Bradshaw	David Button	Carol Olsen	

Carol Olsen brought the meeting to order at 6:30 pm.

Additions & Deletions

Town Administrator

- addition of Cargill Salt Contract & Libby Access Permit to Highways
- addition of State Correspondence under Transfer Station & deletion of operator's report

Joan Goodrich

- addition of discussion on interviews under Personnel

Rick Ackerman

- addition of brush hogging the closed landfill under Transfer Station

Carol Olsen

- addition of discussion on bridges, State and local under Highways

Michael Button

- addition of discussion of continuance of position under Legislative Body

The Chair rearranged the agenda to move Clerk of the Works, Treasurer, and Highway forward.

Approve Minutes

Joan Goodrich moved to accept 7.07.2015, 7.24.2015, and 7.28.2015 meeting minutes as written. Ruben Hook seconded the motion. All were in favor, so moved.

Town Garage

a. COTW report - Dave Bradshaw, Clerk of the Works, reported the well is in at 302 feet with 20 gal/min. Gravel is done. Sand pile and Bank area seeded Friday. Roof liner installation started. Aprons to be poured Thursday. Bollards are installed. Doors are on site. Dave reported an early October completion date.

Joan Goodrich reported on the Bi-Weekly Construction Meeting. Dubois and King to credit Town on window and Contractor agreed to buy insulation to cover pipes to dry well that Town thought were in too shallow. Dave B. maintains gutters should not be installed. Karen confirmed Strafford's gutter came off the first winter they were installed. David Bradshaw to speak with Contractor about PCO for labor credit.

Discussion on roof line, drainage, and gravel specs with Bruce & Jeremy Hook and Dave B. Board will have Dubois & King contacted to inspect the roofing to ensure it meets design specs before it is installed. Board stated there was no drainage installed as there was no budget for it. Dave B. reported Sub-Contractor- Mathews had Allenville quarry gravel sieve tested and it passed. There was a question on payment for footers that had to be replaced to insert fabric and stone after testing showed the soil did not meet compaction. Dave Bradshaw, Carol O and Joan G explained that the borings that were taken passed criteria so the Board paid the cost of meeting compaction on the footers that did not pass. Joan G. reported John Upham sent the Deputy Fire Marshal an e-mail on water supply.

Treasurer's Office- Set Tax Rate

The Board reviewed the excel sheet Jane Cushman, Treasurer submitted. Mike B. stated the Board had taken Hold Harmless out of Town Budget amount. His calculations came to .5343 for Town and .0078 for the Local Agreement with the Chelsea Health Center. **Mike Button moved to set the Town tax rate at .5343 and the Chelsea Health Center Agreement at .0078. Joan Goodrich seconded the motion. All were in favor so moved.**

Transfer station

- a. Brush Hogging the closed landfill. Rick A. reported Paul Osgood brush hogs the closed landfill. The Board discussed whether pricing was needed. Rick reported historically he has just called. The Board feel s the service is either maintenance or part of the operating budget, pricing not necessary this year but will look at it going forward. It will fall under the umbrella of operating budget or maintenance. **Joan Goodrich moved Rick Ackerman contact Paul Osgood about brush hogging the closed land fill. Mike Button seconded the motion. All in favor, so moved.**
- b. State Correspondence to the Town on the Closed Landfill- Karen reported to the Board there are four items that need to be addressed and she has spoken with Kasey Kathan from the State on two of the items. 1. Settlement of the closed Landfill. 2. Woody vegetation in the swale 3. Culvert repair and 4. Debris removal. Karen will coordinate with Rick Ackerman to correct the items mentioned. **No action taken.**

Highways

- a. Truck Extended Warranty - The Board reviewed the extended Warranty with Rick Ackerman. Rick A. states he does not see anything in the warranty to cover the front end and has a call in to Clark's. The Board would like Rick to confirm the numbers and they will revisit at the next meeting. **Tabled.**
- b. Libby Access Permit. The Board reviewed the permit. Rick stated he has checked it out and it is fine. **Mike Button moved to sign the access permit. Joan Goodrich seconded the motion. All were in favor, so moved.**
- c. Cargill Salt Contract. Karen reported pricing is up 1.03% from last year's price per ton. 2015 pricing is \$78.54 per ton. State Salt Bids are higher. **Mike Button moved to accept the Cargill contract for 200 tons. Joan Goodrich seconded the motion. All were in favor, so moved.**
- d. Bridges – State & Moxley- Carol Olsen hopes the board reviewed the bridges packets they received and would like to see it on the next agenda so the Board can come to a consensus on the bridges. **No action taken.**
- e. Moxley Bridge- Karen reported VTRANS Historical Preservationist, Judith Erlich, is reviewing the Structures Grant the Town applied for and would like to set up a meeting with the Road Forman , District 4, Chris Bump, herself and the Town Admin to look at the Bridge. Karen stated when the application went in it was being looked at from a structural standpoint not historical and it might need to be revisited. She will keep the Board informed. **No action taken.**

Town Garage- continued

- b. Change Orders-The Board review change orders. **Joan Goodrich moved to approve change order # 9 which is the cost of the egress window with Dubois and King's agreement to reimburse the Town and moved to approve change order # 10 for rigid insulation. Mike Button seconded the motion. All were in favor so moved.**
- c. Submittal 35 – Interior color choices. The Board reviewed submittal 35-interior color choices. **Mike Button moved to appoint Joan Goodrich to choose interior colors including countertops. Ruben Hook seconded the motion. All were in favor, so moved.**
- d. Garage Propane - Karen reported she has contacted three companies for pricing and has had two site visits and hoped to have pricing for tonight. It will be revisited at the next meeting. **No action taken.**

Water/Wastewater Department - Tabled

Planning & Zoning

- a. TRORC Regional Plan - Karen reported TRORC sent the draft regional plan and the meeting will be in Bethel, August 27,2015 at 6:30 pm for those who want to attend. Board discussion on whether regional plans trump town plans. **No action taken.**

Town Administrator Report

- a. Ordinances & Policies - Karen distributed a rough draft of an ATV ordinance for the Board's review. First draft of the Drug and Alcohol Policy will be distributed electronically to the Board for review. Unfinished first draft of Personnel Policy will be distributed electronically to the Board for review. Karen would like the Board to consider a Procurement Policy and a Town Credit Card. The Board had a brief discussion. **No action taken.**
- b. Old Business - Velco's representative , Shana Louisville, contacted the Town on the Connecticut Valley River Project. Velco has come before the Board twice in the last two years to keep them apprised of the upgrade project to the sub-station. Velco will be applying for a Certificate of Public Good and as part of the application it would like a letter of

support from the Board. The Board reviewed the letter drafted by the Town Administrator. **Mike Button moved to approve the letter of support for Velco. Joan Goodrich seconded the motion. All were in favor so moved.**

Personnel – Interviews - Carol Olsen will replace Mike Button on the hiring panel as Joan Goodrich feels there should be two Board members. There was discussion on interview questions. Joan G. will work on a packet for the hiring panel for the 8.6.15 dual role position interviews. Karen will provide the job descriptions that were given out with the applications. There was discussion on benefits and pay scale. It was suggested a shadowing day for applicants the Board was interested in. Board to review at next regular meeting in executive session.

Legislative Body

Mike Button shared with the Board his thoughts on resigning from the Board due to an employment opportunity that will have him busier than normal for the next six months. The Board encouraged him to finish out his term as Selectboard member as bringing a person up to speed at this time would be onerous nor do they have someone in mind. The Board feels his expertise and opinions are valuable and the Board is willing to deal with the limitations of the new position. The Board stated they moved to five members just for these reasons. Work related duties tend to take Selectboard members away from time to time. The Board congratulated Mike B. on his new position.

Mike Button moved to adjourn at 9:40 pm. Joan Goodrich seconded the motion. All were in favor, so moved.