

Selectboard Meeting  
9.1.15

Attendees:

Joan Goodrich	Michael Kuban	Ruben Hook	Karen Lathrop
Rick Ackerman	Dave Button	Carl Hubbell	

Meeting called to order at 6:34pm by Michael Kuban

**Additions or Deletions**

- Extended warranty for 6 wheel truck under highway
- Chelsea Farmers Market Request under correspondence
- Abatement Appeal –Brooke under correspondence
- Citizens for Property Rights under correspondence
- VLCT Class Offering under correspondence
- Bridge 9 & 11 ROW Temp Utility Easement under correspondence
- Notification Letter under Water

**Minute Approval**

**Joan Goodrich moved to approve minutes of 8.18.2015 regular meeting and 8.27.2015 special meeting as written. Ruben Hook seconded the motion. All were in favor, so moved.**

**EC Fiber – Communications Union District Resolution**

The Board has reviewed the Act relating to Communications Union Districts and the resolution to request membership in the East Central Vermont Telecommunications District. **Joan Goodrich moved to sign the document and appoint Phillip Mulligan, Representative, until a replacement be found. Ruben Hook seconded the motion. All were in favor, so moved.**

**Transfer Station**

- a. Universal Recycling Law – yard & leaf waste – Carl Hubbell reported the transfer station offers yard and leaf waste disposal . **No action taken.**
- b. Personnel – Substitute Transfer Station Attendant- Board to review in executive session before the end of the meeting. Carl Hubbell mentioned he had spoken with a high school student who might possibly be interested. The Board feels there would be liability issues with a student. The Board has an application in hand.
- c. Monthly Report - Carl H. gave the monthly report. Receipts are up. Discussion on chute repair, maintenance date, eye wash station, composting toilet, and moving the building. **No action taken.**

**Town Garage**

- a. COTW report- Karen L. gave a status report to date. Dave B. added site contractor demobilized. Septic inspection went well. Dave B. reports Ruggco willing to turn over everything except the building at next meeting. **No action taken.**

b. Sand pile area- Joan Goodrich reported the Board could sign off on part of the project with warranties still in place or they wait and sign off on all of project at end. Board concerns are timeline of project finish date in reference to stock piling sand for winter, Board walk thru before sign off and legal review of documents before signing. **No action taken.**

c. Salt Shed – Board questioned re-utilization of the top of salt shed to keep costs down. Rick A. stated concerns of moving it. Rick A. is asking Strafford and South Royalaton if they will share their designs for a salt shed. Structure will be close to river, walls should be 8 ft high concrete with 8 ft board walls and an apron in front. **No action taken.**

d. Contractor’s Meeting Report- Joan Goodrich reported overhead doors done, one came in damaged . Concerns about exhaust hood which is for the welder on arm attached to wall. The firewall metal is in place. Well pump is in, down to 240 ft. Site work done by now. Water pipe is an inch instead of inch in a half and should make up the difference in the wire size. Costs should be a wash. Also there are no spigots on the inside of building all on outside walls. Contractor will to turn one to inside wall with no cost. Chuck Goodling will not attend next two meetings. Mr. Christopher Schmelzenbach, company representative. The garage has come in 1% over what we have contracted for. **No action taken.**

#### **Highway**

a. Extended warranty- Board reviewed warranty materials on the 6 wheeler. **Joan Goodrich moved to purchase extended warranty in the amount of \$11,629.00f for 7500 six wheel 4x4 truck. Ruben Hook seconded the motion. All were in favor and so moved .**

#### **Water Department**

a. Notification Letters on Delinquency – Board discussion on notification letters for delinquent accounts. Joan Goodrich reported notices to go out with October billing. Board discussion on disconnect and reconnect fees. Joan G. discussed the delinquent collection process with Jane Cushman. Board discussed sending disconnect notices out. Letter needs to have reconnect fee on it. Board discussed amending outdated ordinance. Board will wait on disconnect notices. **No action taken.**

#### **Approve Orders**

a. **Joan G moved to approve orders with Ruben Hook seconding the motion. All were in favor, so moved.**

#### **Correspondence**

a. Chelsea Farmers Market Request – Board reviewed request to have farm animals on common September 25 for annual Harvest Festival. **Joan Goodrich moved to allow animals on the common for Harvest Festival on September 25, 2015 with Ruben Hook seconding the motion. All were in favor, so moved.**

b. Nadine Brook Abatement- **tabled until next meeting pending further review.**

c. Letter from Citizens for Property Rights –reviewed. **No action taken.**

d. VLCT class- Board reviewed VLCT class offering. Joan G. and Karen L. to attend.

e. Bridge 9 & 11 – Board reviewed e-mails from Andrea Proulx, State Right of Way Agent, concerning the Creamery Road ROW and from Jennifer Fitch, Project Manager for Bridges 9 & 11 thanking the Board for the Letter of Approval for the Accelerated Bridge Program. The Board wishes Ms. Proulx to come in and research the ROW of the Creamery Road as they have no insight as to the deeds concerning the right of way.

#### **Town Admin Report**

a. RFP's- Karen L. reported RFP for Compilation is out. Due date is September 18, 2015. 6 wheel truck RFP to go out to several banks next week as extended warranty has been voted.

b. Policies

Drug and Alcohol Policy – tabled for further Board Review

Personnel Policy – reported sent to VLCT for estimate for professional services. Two month to revamp and send out for review. **No action taken.**

Old Business – Community Forum

a. Board reviewed e-mail from Sarah Caouette. **No action taken.**

#### **Personnel**

a. Substitute Transfer Station Attendant & ZA position

**Joan Goodrich moved to enter executive session for personnel at 8:45 p.m. Ruben Hook seconded the motion. All were in favor, so moved.**

**Joan Goodrich moved to exit executive session at 8:52 p.m. Ruben Hook seconded the motion. All were in favor so moved.**

Joan Goodrich disclosed an offer to be made to an applicant for employment as substitute for the Transfer Station and Zoning Administrator tabled until either regular meeting or if a special meeting called.

#### **Adjournment**

**Joan Goodrich moved to adjourn at 8:55 p.m. with Ruben Hook seconding the motion. All were in favor, so moved.**