

Middletown Springs Select Board Minutes June 12, 2014 Approved

CALL TO ORDER: 7:03 pm

BOARD PRESENT: H. Childress, M. Lamson, S. Moyer, T. Redfield acting chair

PUBLIC PRESENT: Juanita Burch-Clay, Laura Castle, Robin Chesnut-Tangerman, Maureen McCormack, Jenny Talke Munyaik, Bill Reed, David Wright

Approval of Minutes: Board considered minutes from four prior meetings. T. Redfield moved to approve minutes as corrected from May 15 special meeting; M. Lamson 2nd. [*all in favor, motion carried*]. T. Redfield moved to approve minutes from May 29 special meeting; S. Moyer 2nd. [*all in favor, motion carried*]. T. Redfield moved to approve minutes from June 5 special meeting; S. Moyer 2nd. [*all in favor, motion carried*]. Minutes from 5/22 regular meeting were tabled, as only three members had been at that meeting and C. Haynes could not be present tonight.

Public Comment: Friends of the Library/Energy Committee (Robin Chesnut-Tangerman, Maureen McCormack, David Wright)—The Friends of the Library (FOL) had a new mini-split heat pump installed at the Library on 6/22. The Energy Committee had voted to use \$2500 of the Town's 2012-13 award from NeighborWorks to offset the FOL cost, but in preparing to allocate those funds, Town Treasurer Munyaik and Selectman Childress investigated the grant and discovered a number of conditions that were not clear.

- The award contract was signed and dated 8/23/2012, but the funds were deposited in the Town account on 4/19/2013.
- The prize was for \$5,000, but the Town received two checks from NeighborWorks of Western Vermont (NWWVT), one for \$5,000 and another for \$950, both noted as part of the Energy Competition prize.
- When the Town received NWWVT funding, the Board at that time did not instruct that the funds be placed into a restricted fund, and so the award funding became part of the General Fund which was closed at the end of fiscal year 2012-13.
- The award contract itself states no dollar amount for the award, and no deadline by which funds must be expended or projects completed.

As it was clearly the Town's intention to use the entirety of the Neighborworks funding for energy-efficiency or energy-related projects, H. Childress moved that the Selectboard move up to \$5,950 from the General Fund into the existing restricted fund for Municipal Facilities—Town (budget line 1-01-03-03) to be dedicated to energy projects; T. Redfield 2nd. In post-motion discussion, it was noted that Robin would work with NWWVT to better understand the additional \$950, and that a sum less than \$5,950 might be allocated to the restricted fund during this fiscal year, though at least \$2,500 in order to fulfill the Energy Committee's commitment to FOL for the heat pump project. The Board will determine at next meeting which General Fund budget area will be the source of transferred funds. [*all in favor, motion carried*].

Public Comment: Energy Committee (Robin Chesnut-Tangerman, David Wright)—The Energy Committee has collected data and commitments from Green Mountain Power Company (GMPC) regarding replacement of the Town's outdated streetlight fixtures—some of which have failed—with new and much more efficient fixtures. In all but two cases, GMPC considers the existing lamps to be fully depreciated, and will cover the full cost of replacement and installation. The two lamps that are still considered to have some value will be the subject of an Efficiency Vermont grant which will pay for the remainder of the un-depreciated value, so those also will have no replacement cost to the Town. In addition, the Energy Committee has confirmed that

the replacement lamps can be installed on any existing power pole, and that GMPC will install more than the current 28 lamps if the Town so chooses. H. Childress will develop materials that will allow public input on the placement of the new lamps, and present that at the next Selectboard meeting. The Energy Committee will also develop its own recommendations for streetlight placement.

Public Comment: Town Treasurer—Treasurer Munyak presented the Treasurer's Report for May 2014. She also informed that the Vermont Agency of Transportation will be at the Town Office on June 19, 2014 to review four grants that the Town has received for highway work.

Public Comment: Town Auditors—Town Auditor Juanita Burch-Clay reported that the Auditors recently had a work session, and will hold a warned public meeting on June 23, 2014 at 1 pm in the Town office to recommend their priorities for Selectboard policy review and adoption. Their recommendations:

- Updated and clarified job descriptions for Road Commissioner and Road Foreman
- A consolidation and update of the Road Policy and its numerous subsequent revisions
- A policy on purchasing and bidding
- A table of contents for the policy manual/binder.

H. Childress and M. Lamson informed that they have researched and developed draft language for Road Policy, Employment Policy, and Purchasing and Contract Policy, and have shared that language with the Selectboard and Town Clerk. These draft policies may be viewed by the public at the Town office, with Selectboard inviting public comment.

Public Comment: Town Clerk—Town Clerk Laura Castle informed the Selectboard that only 125 dogs have been registered in the Town so far this year, and that she believes that number to be roughly half of the total. She will send reminder letters to known dog owners.

Town Lands—No updates to report on Parker property. Selectboard is still waiting for engineering study documentation regarding West Street property and its FEMA flood zone designation. M. Lamson will follow up with engineer. West Street property is in need of brush-hogging, and T. Redfield will obtain bids from local landscape maintenance contractors.

Town Office Vacancies—C. Haynes will invite a representative of the Rutland County Sheriff's Department and the Tinmouth Constable to attend a Selectboard meeting in the near future, to discuss recommendations and proposals for law enforcement in the Town.

Road Foreman

No update as yet on Fowlers' request to discontinue Whites Road, Fox Bridge Road, and Moyer Acres Road; petitions have not been received by Town Clerk or Selectboard. Bill Reed confirmed that, pending Selectboard action on Fowlers' request, the Highway crew has temporarily ceased maintenance activity on those roads.

Bill would like to purchase gravel and do top dressing of several roads during this summer, including parts of Coy Hill, Daisy Hollow, Dudley, North, Haley and Buxton, as time is available. H. Childress moved that Bill be allowed to purchase up to 1,000 cubic yards of gravel from Chet McCullen for top dressing of prioritized roads; M. Lamson 2nd. [*all in favor, motion carried*].

Bill informed Selectboard that the grant-funded project to replace North Street box culvert will be underway this summer. He is currently preparing the bid package and specs; expects to have

bids by mid-July for work to begin in late July/early August and be completed by mid-September. This is a significant project that will require some temporary construction to maintain access while North Street itself is under construction. He will investigate the terms of the grant to see if it allows for hiring project management, which would allow him to spend more time off-site and working on other Town road projects.

Bill also re-stated his higher-priority reconstruction jobs, and will re-submit his prior proposal for road reconstruction to the Selectboard by the next meeting. He believes that he and his crew can do at least one, and possibly two, of the other higher priority projects this summer and fall as well as the oversight of the North Street construction.

The road maintenance budget is in good shape, and Bill will purchase some stock of small culvert and of road fabric within the budget limits so as to have it on hand as needed. He is also obtaining quotes for tires for all three Town trucks, and the Board will prioritize their replacement as budget allows.

Solid Waste—H. Childress reported that Casella has picked up the electronic waste, and that the Transfer Station crew is accepting new electronics drop-offs inside one of the sorting sheds. M. Lamson reported that the electronics disposal cart at the back of the site remains full, and he will contact Casella to arrange for pickup. Metal Day occurred on June 7 with no problems. The Town will continue to take proposals for the replacement of the Transfer Station gates and gateposts, to be completed before winter.

Correspondence

- Letter from Gary Kupferer, Town's attorney regarding legal matters; no action
- Letter from VLCT PACIF regarding recent workers' compensation audit—auditors commended Treasurer on financial management
- Letter from VLTC post-audit, recommending an independent external audit and additional financial-control training for Treasurer and Selectboard members
- Agreement paperwork from Planet Aid to continue hosting clothing drop-off container at Transfer Station through June 2016. Planet Aid maintains and empties the container, and pays the Town 5¢/pound for donations. M. Lamson moves to approve continued hosting of the Planet Aid dropbox for two years; S. Moyer 2nd. [*all in favor, motion carried*].
- VLCT announcement of Delta Dental insurance availability and open enrollment period.

Board Orders—H. Childress moves to approve Board Orders as presented; M. Lamson 2nd. [*all in favor, motion carried*].

Adjourn — H. Childress moves to adjourn, M. Lamson 2nd. [*all in favor, motion carried*].
Meeting adjourned 9:50 pm.

Respectfully submitted,
Herb Childress, Clerk