

**Middletown Springs Select Board Minutes
Regular Meeting March 10, 2016 Approved**

CALLED TO ORDER: 7:00 PM

BOARD PRESENT: H. Childress, C. Fenton, P. Kenyon, T. Redfield

PUBLIC PRESENT: Sally Achey, Peter Bay, Laura Castle, Carl Haynes, Sandy Ladd, Mary Lamson, Shirley Moyer, David Munyak, Jenny Talke Munyak, Bill Reed, Rod Viens,

Approval of Minutes: T. Redfield moved to approve the minutes of the February 25, 2016 meeting; P. Kenyon 2nd [*all in favor, motion carried*]. P. Kenyon moved to approve the March 3, 2016 special meeting; C. Fenton 2nd [*all in favor, motion carried*]

Public Comments: Sally Achey presented a document related to 32 VSA §1457, certifying that there are no appeals pending from actions of listers applying to tax year 2015. H. Childress moves to accept and sign this document; C. Fenton 2nd [*all in favor, motion carried*]

Mary Lamson from the Rutland Regional Planning Commission discussed the vacant Emergency Management Director position. All towns in VT are required to have an emergency management director, coordinator or office, both for emergency reporting and for emergency and hazard mitigation planning. The current mitigation plan is expired; once revised and approved (by FEMA), it's effective for five years. The annual Local Emergency Operations Plan is due by May 1st.

Emergency Relief and Assistance Fund (ERAF) covers 75% of recovery costs, but requires both an advance plan and also appropriate post-emergency action. We have flood insurance, a roads plan, and an emergency response plan, so the Town only needs a hazard mitigation plan and a river corridor plan to qualify for the highest State reimbursement rate. These can be done as part of the pending Town Plan.

The State offers emergency manager training, and RRPC will have the state training available here soon. RRPC also hosts an emergency-manager roundtable every other month for coordination and shared knowledge.

Peter Bay, groSolar Project Developer, and Rod Viens, groSolar Executive Vice-President. groSolar would like to do a project on Orchard Road, approximately 3 acres leased above Wescott Road. The project has passed preliminary reviews for GMP power upgrades, wetlands consulting, endangered species, historic preservation, agriculture; all first steps toward the Vermont Certification of Public Good (CPG) process. Bill Reed requested that groSolar do a status report on the Orchard Road bridge to ensure that the construction vehicles don't overstress the capacity. The project has generation customers already lined up, and permission with the Querey's for use of the land.

Once the public project posting is up, the Town can offer its support and concerns during the 45-day comment period.

Town Officers: Jenny Talke-Munyak presented February and March financial overviews. She also has material in response to questions from the 2/29 Town Informational Meeting:

- Laura Castle's pay. The Selectboard Orders Itemized Report (pp. 18-19) is a "courtesy report" drawn directly from Selectboard Orders, and is not audited. Salaries are reported net, and the deductions are shown in US Treasury and other lines. The Treasurer's Report on pp. 14-17 is the official audited town financial report, and all salaries are reported gross. The audited Treasurer's report is a comparison of Budget versus Actual expenditures for FY 14/15.
- Method of Accounting. The Town follows the guidelines, and has been using, a "modified cash basis" for accounting, also known as a "modified accrual method." This method measures income when it becomes available (that is, when funds have been received), and expenses when the related liability is incurred. This method is recommended by both the Vermont League of Cities and Towns (VLCT) and the federal Government Accounting Standard Board (GASB). According to 24 V.S.A. chapter 872, Annotation 13D, as long as the Treasurer maintains records that are lawful, clear and accurate from an accounting perspective, the SelectBoard does not have the power to require him or her to conform to the board's ideas of methods of record keeping. The Treasurer and the SelectBoard do work together to attentively and prudently manage the income and expenses of the Town and Highway Budget.
- Highway Budget. Highway income and expenses are tracked separately from Town income and expenses. The expenses for highway operation in FY14/15 were lower than budget, and the highway income was also less than the budget. The available highway \$ were expended to cover the highway portion of revenue loss.

The Board expressed its appreciation for the Treasurer's efforts and candor in financial management of the Town.

Vacant and Appointed Positions: The list below shows the Town positions unoccupied after the 3/1 election. We will contact the list below for possible positions.

Position	Write-in Leader	Note
Town Agent		Post on FPF and physical
First Constable		Post on FPF and physical
Auditor (2 yr)	Juanita Burch-Clay	Will send letter
Auditor (1 yr)		Post on FPF and physical
Trustee of Copeland Church Fund	Dan McKeen	Will send letter
Trustee of Lewis Fund/Public Moneys (3 yr)		Post on FPF and physical
Planning Commission (3 yr)		Post on FPF and physical
Fence Viewer		Will send letter to Robin Chesnut-Tangerman
Tree Warden		Post on FPF and physical
Service Officer		Post on FPF and physical
Emergency Management Director		Post on FPF and physical

Rutland Reg'l Transportation Council		Post on FPF and physical
Solid Waste Alliance Communities		Glen Moyer has accepted; Patty Kenyon as alternate
Conservation Commission		Town appoints 1, P.V. assn. appoints 2; post FPF and physical
Copeland Milk Fund Trustee		Will send letter to Rodney Tarbell

C. Fenton moved to authorize Laura Castle to send letters of invitation to Juanita Burch-Clay, Dan McKeen, Robin Chesnut-Tangerman and Rodney Tarbell to accept the positions shown above; P. Kenyon 2nd [*all in favor, motion carried*]. H. Childress will post all other positions, requesting feedback by April 12.

Town Lands: David Munyak discussed the recent Building Committee meeting. Peter Stevenson will attend a committee meeting (tentatively scheduled for April 6 at the Library) to share the details of his volunteer cost estimating, and to offer an estimate on the most current version of the building plans.

Road Commissioner Report: Bill has worked with other road commissioners on bulk purchase of state-compliant sign posts and mounting hardware. The State has now determined that communities do not have to meet a deadline for total street sign replacement, but that any broken or missing signs that are replaced will need to meet new state standards. T. Redfield moved to allow Bill to work with other communities' road foremen and commissioners to purchase the Town up to \$2000 in sign posts and mounting equipment; H. Childress 2nd [*all in favor, motion carried*].

Other issues:

- Bill and Terry will do a tree-trimming inspection through town; the budget still has a \$5,000 tree-trimming allowance.
- Grader and backhoe both need tires. Bill will bring quotes.
- Bill and Terry have determined that placing the pressure washer onto its own trailer would be able to be stored in the town garage during winter months, and outdoors during summer months. That would also allow us to wash vehicles at the West Street lot during winter months. Bill has located a 3,000-lb capacity trailer at Frank & Joe's that we could purchase for roughly \$1,000.
- Bill will bring in processed gravel for potholes and mud this coming week. The roads have stayed in decent shape, and the crew has been filling as required.
- The one-ton repair is completed (fuel-injector repairs under warranty).
- The crew has been working on garage clearing and set-up; Bill preparing for better storage of hazardous materials and appropriate State reporting of garage contents.
- The crew has been re-certified for traffic control.
- Bill is working on up to three grants for significant construction in summer 2016: Garron Road, Dayton Hill Road, and Coy Hill Road.
- Bill will contact Bruce Orchitt to contract for this summer's roadside mowing.

Highway Equipment: Sandy Ladd of Charlebois Trucking came to discuss the new truck and our options for five different extended warranty products. Any Freightliner dealer can do overall truck warranty work, and any Cummins-certified repair facility can

do engine warranty work. The Town could choose to purchase any or all of these within the first year (or within the first 90 days to ensure towing). All of these warranty costs pertain only to the base vehicle, not to the plow or sanding equipment; Bill will get warranty information and prices on the auxiliary equipment as well. We expect to authorize payment for the truck at our March 24th meeting, and to take delivery near that same time.

Correspondence: Walt Pepperman has sent a letter contesting the valuation of one building on his property and its two acre site. Markowski, Belden, UNFI, and Camp Precast have supplied payment and certificate of liability for overweight permits; H. Childress moved to approve the requests for overweight fleet permits from Markowski, Belden, UNFI and Camp; T. Redfield 2nd [*all in favor, motion carried*]. Letter from Building Committee. Letter from Robert Zorn.

Board Orders: H. Childress moved to accept board orders as presented; P. Kenyon 2nd [*all in favor, motion carried*]

Legal: 9am March 26th is site visit for the final resolution of the Garron Road property disputes.

Other Business: H. Childress will contact Gary Kupferer to discuss our obligations under the exact language of Article 5, voted favorably by the voters at the March 1st election.

We have made the following Board assignments for the coming year.

- Building Committee Liaison: Patty Kenyon
- Solid Waste Rep: Patty Kenyon
- Town Lands Liaison: Chris Fenton
- New Ordinance Research: Herb Childress
- Law Enforcement Rep: Terry Redfield
- Voting Machine Research: Jim Webber (in connection with Laura Castle)

Adjourn: H. Childress moved to adjourn; C. Fenton 2nd [*all in favor, motion carried*]. Meeting adjourned 10:02 pm.