

**Middletown Springs Select Board • Approved Minutes  
Regular Meeting • April 13, 2017**

**BOARD MEMBERS PRESENT:** H. Childress, C. Fenton, P. Kenyon, T. Redfield  
**TOWN OFFICERS PRESENT:** L. Castle, Town Clerk; J. Munyak, Treasurer; B. Reed, Road Foreman  
**PUBLIC PRESENT:** Michael Beattie  
**CALLED TO ORDER:** 7:00 PM

**Approval of Minutes:** T. Redfield moved to approve the minutes of 3/23; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*].

**Town Officers:** Laura reports that none of the new town officers have come in to be sworn in yet.

Patty Kenyon worked with the Treasurer to discuss the contract labor paperwork that is required of all casual or subcontract labor. We can verify a contractor's non-employment status with a copy of the bid or of the language of the awarded contract. The Treasurer asked the Board to inform her if we intend to hire a labor subcontractor who might come over \$600 for the year. The VLCT workman's comp budget audit took place Wednesday, and went very well. We will get a small refund from VLCT based on our 2016 payroll being somewhat lower than anticipated.

Treasurer also reported that Fred Bradley and Marilyn Trapeni have donated \$1,000 to the municipal facilities fund. The Treasurer has begun the process of moving that fund to People's Bank, for improved interest.

**Town Lands:** Terry has contacted the Secretary of State's office regarding the tax-exempt status of the Volunteer Fire Association. Our reading of the lease is that the Town owns the site and building, and thus the property would be exempt from property taxes; we will verify this with Town's attorney.

The Building Committee has prepared a set of recommendations for professional services, after multiple proposals were received for each element of work:

1. **Energy Modeling—John F. Penney Consulting Services, P.C.** Cost as part of phase 1—Design Development **\$4,000.**
2. **MEP (Mechanical, Electrical, Plumbing) Engineering—John F. Penney Consulting Services, P.C.** Cost for phase 1—Design Development **\$8,120.**
3. **Structural Engineer—Sellers Treybal Structural Engineers PC (STS)** Cost for phase 1—Design Development \$3,500. Cost for Geotechnical Services (soils testing) \$6,000. **Total for both \$9,500.**
4. **Estimator—Erickson Consulting** Cost for phase 1—Design Development \$3,700, plus cost analysis during design, estimated at \$500. **Total for both \$4,200.**

5. **Envelope Commissioning—Zero by Degrees** Cost for phase 1 – Design Development **\$2,000.**

6. **MEP Commissioning—Hallam ICS** – Cost for phase 1 – Design Development **\$2,730.**

Total proposed cost for Engineers and Consultants for Design Development—**\$30,550.**

H. Childress moved to allow Patty Kenyon to contact Gary Kupferer to discuss the six contracts and best advice for methods of agreeing to only one phase of each contract;

T. Redfield 2<sup>nd</sup> [*all in favor, motion carried*]. The questions for the attorney are:

- how to word the agreement to one phase rather than the full project;
- how to commit the contractor to the offered price for future phases;
- how to allow us to back out or revise if scope changes, if we're dissatisfied with the work of phase 1, or if we decide not to move forward.

**Road Foreman:** Bill has submitted annual grant proposals for road construction. H. Childress moved to approve the Annual Financial Plan for Town Highways and the Certificate of Compliance with roads and bridges inventory; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*].

The grader is back in service as of today.

Bill will fix Linda Moyer's road damage; he recognizes that he damaged the edge of her lawn.

Bill is preparing a re-build plan for Spruce Knob near the Fenton farm; that piece of road has wintered very badly, and needs new roadbed, fabric, and drainage.

Bill will be traveling for family bereavement, approximately 10 days (through late April). He has prepared a work inventory for Brent and Bob to occupy themselves in his absence.

Terry and Chris visited Daisy Hollow Road for road review. We should review the official location of the road, and then address the hazardous situation of the narrowest stretch of the road. Terry and Chris also visited the end of Garron Road to review the gate at Roedinger's entryway, which is positioned such that there is not sufficient turnaround space in the roadway. We will ask Roedingers' permission to relocate the gate. P. Kenyon moved to allow Terry to contact Gary Kupferer for assistance with both road items; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*].

Josh Carvajal from Agency of Natural Resources has offered to do presentations to local Boards regarding the Act 64 water control regulations.

**Solid Waste:** Green-Up Day is Saturday, May 6. Green-Up Day bags should be taken to the large waste collection location at West Street. The May large waste day is a no-fee drop off for large waste, and metal scrap is free in any case. Glen is investigating how to manage refrigerant-bearing materials, which will be collected at the transfer station. P. Kenyon moves to institute a \$20 fee for dropping off any refrigerant bearing material; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*].

This Saturday, April 15, is the Hazardous Waste collection event at the transfer station, between 10:30 and 12:00.

**Correspondence:**

- Leon Corey Excavation; request for overweight fleet permit, with \$10 fee. H. Childress moved to approve Corey overweight permit; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*]
- Request for fleet overweight permit for Camp Precast. H. Childress moved to approve Camp overweight permit, pending payment of \$10 fee; P. Kenyon 2<sup>nd</sup>. [*all in favor, motion carried*]
- VT Department of Labor notice of unemployment benefit applied to Town.
- Request for fleet overweight permit for Steve Newton Forestry. T. Redfield moved to approve Newton overweight permit, pending payment of the remaining \$5 fee; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*].
- Registration notice for 2012 GMC one-ton.
- Letter of interest from Beth Miller for open Louis Fund trustee.
- Handoff notice of wi-fi equipment from VT Digital Economy Project to Town.
- VLCT News
- AARP notice regarding VT Act 115
- US Department of Commerce notice to file Census Record for the Town; treasurer will fill that out.
- VT Department of Health notifying us that the chair of our Selectboard is the Town Health Officer unless some other citizen steps forward.
- advertising

**Board Orders:** H. Childress moved to approve the board orders as presented; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*].

**Legal:** H. Childress informed the board of his conversation with Gary Kupferer, town's attorney. Gary advises that the Board must name an enforcement officer for the junk and junk vehicle ordinance, and enforcement should be with that officer rather than with the Board.

**Other Business:** Terry reported that the Memorial Day parade meeting was productive, and that the parade will go forward as planned. The planning team is meeting again on May 4<sup>th</sup> for further work.

The Board will invite the Auditors to attend the April 27 meeting. We hope that they will meet prior to this as a group to prioritize their goals for the year, and bring those to us for our planning for the year. HC will set up that communication.

The town's emergency management director position is open. HC will post on FPF for interest in that position as well as for interest in junk enforcement officer.

**Adjourn:** H. Childress moved to adjourn; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*].  
Meeting adjourned at 9:40 pm.

Respectfully submitted,  
Herb Childress, Board Clerk