

**Middletown Springs Select Board Minutes
July 24, 2014 Special and Regular Meeting Approved**

SPECIAL MEETING CALL TO ORDER: 6:09 pm

BOARD PRESENT: H. Childress, C. Haynes, M. Lamson, S. Moyer, T. Redfield

PUBLIC PRESENT: Jenny Talke Munyak

The purpose of this special work session was to review the end-of-fiscal-year financial condition of the Town in preparation for setting the 2014-15 tax rate. The Board unanimously approved moving the \$410.12 received from 2013-14 recycling payments into the Capital Improvements recycling fund.

H. Childress moved to adjourn the special meeting; S. Moyer 2nd. [*all in favor, motion carried*]. Special meeting adjourned 7:00 pm.

REGULAR MEETING CALL TO ORDER: 7:01 pm

BOARD PRESENT: H. Childress, C. Haynes, M. Lamson, S. Moyer, T. Redfield

PUBLIC PRESENT: Laura Castle, Sarah Haley, Jenny Talke Munyak, Bill Reed

Approval of Minutes: T. Redfield moved to approve minutes from July 10 meeting; S. Moyer 2nd. [*all in favor, motion carried*]. T. Redfield moved to approve minutes from July 21 special meeting; C. Haynes 2nd. [*all in favor, motion carried*].

Public Comment: Sarah Haley reported that she has received an inquiry about purchasing the Town's property at 577 West Street. The Board is investigating flood-zone conditions at that site, and advised her that she could continue conversations with the prospective buyer

Town Officers: Treasurer Munyak reports that she is in the process of finalizing the 2013-14 financial records. She will be mailing 2014-15 property tax bills to landowners by mid-August.

Property Tax Rate: Treasurer Munyak presented her recommendations to the Board for the 2014-15 property tax rates for Town budget and Highway budget in order to satisfy the budget amounts approved by voters in March. The 2013-14 budget year showed slightly smaller expenses than budgeted, as well as slightly higher than anticipated revenues and a significant collection of delinquent property taxes and associated interest and penalties; these advantages will be applied to tax rate reduction for 2014-15. H. Childress moved to set the 2014-15 Town budget tax rate at \$0.2770, and the 2014-15 Highway budget tax rate at \$0.2465, for a total town tax rate of \$0.5235; T. Redfield 2nd. [*all in favor, motion carried*].

The Board expressed its appreciation to Jenny Talke Munyak for careful financial management and recordkeeping, as well as to Town Clerk Laura Castle for her strong efforts in delinquent tax collection. Jenny will place a note with all property tax bills, explaining that this year's tax rate represents a reduction from prior rates due to a combination of positive conditions which may not occur in future years.

Town Lands: M. Lamson has received a copy of Johnson and Johnson Engineering's 2011 elevations survey of the Town's West Street property, and followed up with engineer Will Johnson for clarifications. This survey is supporting material that will be used to file a letter of map amendment (LOMA) request for West Street property. H. Childress moves to continue pursuit of LOMA declaration; T. Redfield 2nd. [*all in favor, motion carried*].

Street Lighting: H. Childress presented work based on the Energy Committee's study of town street lighting. Green Mountain Power is prepared to replace all of the streetlights at their own expense, since almost all have fully depreciated since their 1973 installation. (A review on July 23, 2014 showed that six of the Town's 28 streetlights are not operational.) H. Childress will post informational material at Town locations as well as in the Magnet and Front Porch Forum requesting community input about any changes to streetlight location that might be desired.

Road Commissioner:

- Bill Reed asked about the southern shoulder of School House Road; shoulder work was not included in paving contractor's scope of work. Bill will build up the shoulder as part of Highway work. He also notes that some of the grout is eroding away from the curbs on School House Road, and predicts repairs will be necessary in coming years.
- Bill and H. Childress will work together on establishing bid packages for the culvert replacement project on North Street. H. Childress moved to create two bid packages—one for the culvert and its associated materials and installation, and a second for the excavation and crane work required—to be presented to the Board at its August 14 meeting; T. Redfield 2nd. [*Aye: H. Childress, M. Lamson, S. Moyer, T. Redfield; Nay: C. Haynes. Motion carried*]
- Bill provided the Board with an estimate for vehicle and equipment welding by Lyle Welding and Fabrication in preparation for winter use. T. Redfield moved to authorize work by Bill Lyle as estimated; H. Childress 2nd. [*all in favor, motion carried*]
- Bill asked Board's approval to conduct road work on west side of Coy Hill Road as previously discussed. T. Redfield moved to authorize Bill to rebuild that section of Coy Hill Road as discussed, along with the possible use of a contract excavator/hauler at Bill's judgment; H. Childress 2nd. [*Aye: H. Childress, S. Moyer, T. Redfield; Nay: C. Haynes, M. Lamson. Motion carried.*]
- Bill also proposed three road sections he believes are in need of top dressing, including sections of North Street, Coy Hill Road, and Garron Road. The Board determined that it would defer a decision on those projects until the completion of the aforementioned Coy Hill Road project, and asked for a more detailed estimate of gravel required for the three top dressing projects.
- Bill reiterated his request to purchase tires for the two plow trucks. He has bids from two tire vendors; C. Haynes will bring a third bid to the August 14th meeting.
- The grader is being serviced (oil and filter changes), being just past its recommended oil change interval. Bill also repaired the damaged dust seal. The backhoe will have its steering column replaced during the week of July 28.
- The brake work on the 7400 has been completed and the vehicle is back in service.
- There is still no good resolution to the aging salt shed or the problems of equipment washing.
- Bill will set a time with T. Redfield to dig test holes for possible ditch establishment on portion of Coy Hill Road, and will call DigSafe to notify of digging.

Road Reclassification: The Board has received three petitions for road reclassification:

- That Whites Road be declassified, or "thrown up"
- That Moyer Acres Road be declassified, or "thrown up"
- That Fox Bridge Lane be reclassified as a Class 4 Road

T. Redfield moved to set a public meeting for input on these three requests at 7 pm on Tuesday September 9th at the Town Office; M. Lamson 2nd. [*all in favor, motion carried*]. H. Childress will

post notice in the *Herald, Magnet*, Front Porch Forum, and physical locations; he will work with Laura to send notice by certified mail to all adjacent property owners.

Solid Waste: The first year of zero-sort recycling has just ended, showing both improved income and reduced expenses for solid waste. Lister Pat Hemenway files an annual financial report to the VT Department of Environmental Conservation with regards to Transfer Station operation. M. Lamson will inquire as to last year's tonnage for both trash and recycle.

One more quote will be submitted for gate replacement, and the Board will make its decision at that time.

Correspondence:

- A petition to place a motion on the August 26 ballot to raise, allocate and expend \$30,000 to replace the roof of the firehouse. The Board will hold a public meeting at 6:30 pm on July 30 to prepare the warning.
- A letter from Lois Dansereau, resigning from her position as trustee of public funds. T. Redfield moves to accept resignation with regrets; H. Childress 2nd. [*all in favor, motion carried*].
- Two letters from Robert Zorn. T. Redfield moves that all correspondence from Mr. Zorn be forwarded directly to Town's attorney for his review and advice; H. Childress 2nd. [*all in favor, motion carried*].
- Advertisements related to Comcast and generator purchase
- A flyer from Poultney Rescue Squad
- A letter from the Middletown Springs Grange, reporting that 36 Middletown Springs children had taken advantage of the summer's swimming lessons @ Castleton. The letter included a check from the Grange in the amount of \$400 to pay swim instructor; a manual board order was prepared so that we could make payment directly to her.
- Service Requests:
 - Tom MacCarty asked for culvert work. Bill Reed has already completed it.

Board Orders: M. Lamson moves to accept Board Orders as presented; T. Redfield 2nd. [*all in favor, motion carried*]

Legal: Town attorney Gary Kupferer has spoken to attorneys for parties affected by Garron Road lawsuit, and will hold a site visit at 9:30 am on August 5. C. Haynes will attend on behalf of the Board.

Executive Session: H. Childress moves to enter executive session for personnel matters; T. Redfield 2nd. [*all in favor, motion carried*]. Executive session begins 10:36 pm.

T. Redfield moves to leave executive session; M. Lamson 2nd. [*all in favor, motion carried*]
Executive Session concludes 11:00 pm.

Other Business:

- M. Lamson is investigating a new timeclock for the Town Garage, which will be installed by September 15.
- Bobby Parker will be evaluated for return to work in another month.
- Bill Reed requests a cleanup of personnel files and a division of medical information from personnel information. H. Childress will work with Laura Castle to ascertain the contents of personnel files and make recommendations.

Adjourn — T. Redfield moves to adjourn, C. Haynes 2nd. [*all in favor, motion carried*]. Meeting adjourned 11:09 pm.

Respectfully submitted,
Herb Childress, Clerk