

**Middletown Springs Selectboard Meeting  
Thursday, June 23, 2016 • Approved Minutes**

**Select Board Present:** Terry Redfield, Patty Kenyon, Chris Fenton

**Public Present:** Laura Castle, Bill Reed, Jenny Munyak, Joyce Anderson, Kristen Sheehan

**Call to Order:** T Redfield called the meeting to order at 7:00 pm

**Approval of Minutes** - P Kenyon moved to approve the minutes of June 9, 2016 as presented, T Redfield seconded. Motion carried.

P Kenyon moved to approve the minutes of June 15, 2016 as presented, T Redfield seconded. Motion carried.

**Public Comments:**

**A. Public / Guests** - Kristen Sheehan sent email to Selectboard earlier in the week regarding the ditch work being done in front of her house on North Street. Ditching width is uneven, going from 48 to 65 inches wide. There was a discussion on the process of the project, the next steps, and how things should look when the paving project is complete. T Redfield, C Fenton and B Reed agreed to meet at the property tomorrow morning to evaluate the work done so far and to see if a more acceptable solution can be reached in terms of width of the ditching in front of the property.

**B. Town Officers** - Treasurer J Munyak distributed current financials to the board for review and discussion focusing on revenue and expenditure projections for the end of the fiscal year. Overall financials are favorable. Final numbers will be forthcoming at the July 14 meeting.

J Munyak also reviewed the Highway Department employees' vacation/comp time status and suggested that we pay out unused time in the 2015/2016 FY budget. The board, treasurer and road foreman discussed the various options for cleaning up some of the accumulated time.

C Fenton moved to pay Robert Parker his accrued vacation time to date and William Reed a portion of his accrued vacation time to reduce our vacation and comp time liabilities. P Kenyon seconded, motion carried.

**C. Town Lands** - T Redfield reported that the temporary power pedestal has been installed at the corner property. The service will be installed in the near future. Once that is complete the well can be drilled and tested.

**Road Commissioner Report**

**A. Highway Equipment** - Bill Reed reported that the backhoe bucket is in pretty rough shape. Bill priced out a new bucket and for about \$2,500 in parts the bucket can be rebuilt and put back in service.

C Fenton moved to authorize Bill Reed to replace the bucket on the backhoe with parts and shipping not to exceed \$3,000, T Redfield seconded. Motion carried.

**B. Other Highway - RT 133/Daisy Hollow Road remediation plans** - B Reed reported that this project is basically done at this time. T Redfield presented the board with a letter to be signed and sent to John & Cathy Colvin reviewing the work done on Daisy Hollow and the town's expectations for future maintenance on the property.

**North Street Paving project** - The board discussed employing some basic communication procedures for notifying property owners of work scheduled to be done adjacent to or on their property by the town.

B Reed reported that the Town was awarded a grant from Better Back Roads for the Dayton Hill Road culvert/ditch project. The grant amount is \$9,905 with an 80/20 match.

B Reed also reported that we did not get the smaller grant for Coy Hill Road work.

In reference to the above two projects, Bill will seek out at least three quotes for doing the jobs and bring those to the board to make the final decision.

B Reed also presented a draft job opening notice to fill the open road crew position. P Kenyon offered to work on the draft posting and gather information about the best practices for job postings and application processes and present findings and recommendations at the next meeting.

B Reed requested permission to hire a temporary part-time worker to help with the summer work load while we are in the midst of the hiring process.

T Redfield moved to authorize Bill Reed to search for an acceptable temporary part-time worker for up to 20 hours per week while we search for permanent road crew employee, P Kenyon seconded. Motion carried.

**Solid Waste** - Pam Clapp of SWAC informed the board that we have been filing our reports with the state as part of Rutland County Solid Waste District instead of SWAC. Laura informed the board that Pat Hemenway does that reporting. T Redfield will connect with Pat to address the issue.

**Correspondence:** Alderman's Toyota statement, Vermont Council on Rural Development member solicitation, Letter from Vermont Department of Labor re: unemployment for S. Geno

**Board Orders:** P Kenyon moved to accept board orders as presented, seconded by C Fenton. Motion carried.

**Legal** - None

**Other Business**

**A. Any Other New Issues? - Proposed Law Enforcement Contract Status** – T Redfield checked in with the Sheriff's today and we should expect to be getting some communication soon regarding our upcoming schedule.

**Voting Machine Research** - None

**B. Confidential Personnel Matters \*\* Executive Session \*\*** - T Redfield moved the board enter Executive Session at 10:10 pm to discuss and complete personnel evaluations, P Kenyon seconded. Motion carried.

C Fenton moved the board out of Executive Session at 10:40 pm, P Kenyon seconded. Motion carried. T Redfield will set up meetings with evaluated employees to review their evaluations.

**Adjourn** - P Kenyon moved to adjourn at 10:40 pm, T Redfield seconded. Meeting adjourned.

Respectfully submitted by,

Patty Kenyon, Acting Clerk