

**Middletown Springs Selectboard • Thursday, May 24, 2018**  
**Regular Meeting Approved Minutes**

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

**TOWN OFFICERS:** Juanita Burch-Clay, Auditor; Laura Castle, Town Clerk; Sarah Grimm, Auditor; Bill Reed, Road Foreman

**PUBLIC AND GUESTS:** Clarence Haynes, representing Wells Springs school board

**CALLED TO ORDER:** 7:02 p.m. by T. Redfield, vice chair

**Minutes:** C. Haynes moved to approve the minutes of the May 10 meeting; P. Kenyon 2<sup>nd</sup>; [*all in favor, motion carried*]. P. Kenyon moved to approve the minutes of the May 15 special meeting; T. Redfield 2<sup>nd</sup>; [*all in favor, motion carried*].

**Public Comment:** Clarence Haynes appeared on behalf of the Wells Springs school board, requesting that the Selectboard transfer ownership of the school property to the new district, as approved by the voters. In the condition that the school ceases to operate, or the school district dissolves, ownership of the building and grounds will revert to the Town of Middletown Springs in payment of one dollar. The agreement needs to be executed by July 1, 2018.

C. Haynes noted that the transfer of property from town ownership requires a vote of the selectboard, followed by notification to the public, giving them the option of petitioning a vote to stop that transfer.

T. Redfield moved to table this discussion until we receive opinion from town's counsel; H. Childress 2<sup>nd</sup> [*Aye—H. Childress, P. Kenyon, T. Redfield; Abstain—C. Haynes; motion carried*]. H. Childress will correspond with town's counsel, in preparation for a decision at our June 14 meeting.

**Town Officers:** We have an issue with mold in three of the land record books. The Town Clerk will investigate methods and contractors for repair of the books, as well as methods for preventing future infestation.

The Auditors have been creating an internal controls checklist (last done in 2012-13), based on VLCT guidance. Their goal is to minimize the amount of work done by an external auditor. They believe that the Town has made significant progress to digitize and organize practices, and that policies adopted over the past five years have made compliance clearer. They recommend adoption of a cash-handling policy.

Juanita is attempting to fill a complete list of trustees of the various Town funds, and can't compile a full and accurate list. She asked for investigation by the board and the town clerk.

The auditors are recommending that the time is near to conduct an external audit.

**Highway:** Bill has created the bid specifications for the Norton Road culvert project, with the intention of having bids in hand by June 14 for decision by the Board that evening. P. Kenyon moved to place a notice for bids on this project into the Lakes Region Free Press and the Rutland Herald; C. Haynes 2<sup>nd</sup> [*all in favor, motion carried*].

Haley Road shoulder building is nearly complete; it has been a real struggle to reclaim from unstable conditions. It is now prepared for guardrail installation. Bill is now trying to get caught up on grading and pothole recovery, including some paving patch near the bridge near Dayton Hill road.

The mower is scheduled to be with us on the week of June 18. Bill is severely hampered by being shorthanded, and asked the board to act soon to fill the open highway position.

T. Redfield moved that payment be approved for DeBonis Landscaping Inc. for their invoice #2530 of May 9, 2018, and that payment be sent once the Treasurer receives the appropriate paperwork; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*]. We will add this as a manual board order.

We discussed means of handling informal public complaints over road conditions. If a board member hears a complaint by e-mail or in informal conversation, we can fill out a service request form on that problem on the complainant's behalf. Later this summer, as we address the revision of the various road policies, we will add a section on the use of the service request form.

**Town Lands:** The Building Committee met last week, and moved forward on establishing potential grant funders for the first round of funding. A team is at work on reviewing the cost estimates, to check for accuracy and to explore opportunities for in-kind services and labor that will reduce the public cost.

C. Haynes has had conversations with two contractors about demolishing and parting out the old house on West Street; these are still in progress with no resolution yet.

**Solid Waste:** We will put a notice in FPF prior to next large waste day with regards to appropriate refrigerant handling for appliance disposal. We received two refrigerators at the May 5 event with the refrigerant lines cut, which is a significant legal violation.

**Correspondence:**

- Invoice from Mid-State Appliance, \$150 for refrigerant removal for items collected at large-waste day; forwarded to treasurer.
- Invoice from Rutland County Sheriff's Department for May 1-15, 2018; forwarded to treasurer.

- Notice of 1% transportation surcharge on all deliveries from QPR.
- Grant reporting information template for Municipal Road Grants.
- VLCT information about dental benefits.
- John Deere magazine.

**Board Orders:** H. Childress moved to approve the board orders as presented, and to prepare a manual order approving payment to DeBonis Landscaping once their materials are in order; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*]

**Executive Session:** T. Redfield moved to enter executive session to discuss highway personnel issues, asking that Bill Reed remain; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*]. Executive session entered at 9:25 p.m.

T. Redfield moved to exit executive session; C. Haynes 2<sup>nd</sup> [*all in favor, motion carried*]. Regular session re-entered at 9:59 p.m. T. Redfield moved to post an opening for a highway crew member; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*]

**Adjourn:** T. Redfield moved to adjourn; C. Haynes 2<sup>nd</sup>; [*all in favor, motion carried*]. Meeting adjourned at 10:08 p.m.

Respectfully submitted,  
Herb Childress, Selectboard Clerk