

Middletown Springs Selectboard • Approved Minutes Regular Meeting • April 23, 2020

NOTE: Meeting held semi-remotely. Attendees and two board members at their homes, three board members present at the Town Office.

BOARD PRESENT: Patty Kenyon and Heather Grier via Zoom, Terry Redfield, Neil Russell, Carl Haynes at the Town Office

TOWN OFFICERS PRESENT: Emergency Management Director - Herb Childress, Town Treasurer – Jenny Talke Munyak, Auditor - Sarah Grimm

PUBLIC PRESENT: Fire Association President – George Gonda; Fire Association member - Don Hemenway

CALL TO ORDER: Terry Redfield called the meeting to order at 7:02pm

APPROVAL OF MINUTES: 4/9/2020 Regular Meeting

Carl Haynes moved to approve the minutes of April 9, 2020 as presented, Neil 2nd. All in favor, motion carried.

PUBLIC COMMENTS & GUESTS:

George Gonda attending to talk about setting up a meeting on Town Facilities.

Terry talked about having these meetings on Thursday's that the board does not have a regular meeting scheduled. After some discussion the first meeting was set for Thursday, May 7 at 7pm.

George also reported that the tanker is still out for repairs – getting a new tank outfitted – and that there are a couple new leaks in the roof. For the most part the Fire Department is laying low following COVID-19 guidelines and protocols when called to an incident.

Neil requested a walk through of the firehouse to assess the roof situation. He and George will confirm a time for him to do that.

TOWN OFFICERS:

Jenny Talke Munyak – Since the board has scheduled a meeting for May 7 – our off payroll week - Jenny will prepare Board orders to be ready for signature at the facilities meeting and she will also include the monthly rent checks at that time. Terry should remember to add that item to the Special Meeting Agenda.

Herb Childress – EMD - Corona Virus Update: Daily email updates continue and will be forwarded to town officials. The rate of new infection growth has slowed down significantly, the death rate is rising which is not unexpected. Overall the State is expecting total deaths to be somewhere in the mid 50's at the end of this current outbreak. Vermont currently has the third lowest infection rates per capita in the country

so we're doing really well. Business openings are starting slowly and being monitored carefully to inform the next steps. The state is worried about a fall resurgence. Guidelines for summer protocols – including the August primary – have not been set yet, but it's safe to say that summer will not be back to normal business. Fall school schedules are not certain as there are still more unknowns than knowns. Health experts continue to learn about the different courses of the disease and are gathering all that data to inform future response protocols.

Food Support: Herb gave a brief update on the local food program as well as the programs and help available on a state and county level.

Board members asked questions about the extent of the spread of the disease in our area or other areas and if there was a clear plan to move forward. At this point it's mostly speculation, we won't know those things until we can get a handle on broader testing. So right now it's wait and see.

Heather talked about her experiences this week doing research at town offices. There are multiple and varied requirements in each building because each office is responsible for making their own environments safe for visitors and patrons.

The board also discussed the protocols for highway work. The changes in the last few weeks have been many. Current guidance is that Road Crews are back to normal work schedules with physical distancing precautions.

LEMP – Local Emergency Management Plan – Herb sent members the latest draft of the LEMP and feels it's ready for adoption. Board members indicated they had reviewed the document and thanked Herb for putting it together for the town.

Terry moved to adopt the Local Emergency Management Plan as presented by EMD Herb Childress, Neil 2nd. All in favor, motion carried.

Terry will sign the adoption form and get a copy to Herb to send to the Regional Planning Commission.

Town Website: Patty reported to the board that she and librarian/webmaster, Kimberly Bushnell, spent some time this morning working on a plan for updating the town website to bring it up to date and rework some of wording so that maintenance of informational pages is minimal. Patty asked board member to review the website and send any suggested changes to her. One important shortfall is universal compliance on posting meeting minutes by town organizations. The plan is to try to connect with each board chair and clerk to make sure that they are aware of the posting requirements and are trained in how to upload minutes and keep their information current. A potential zoom meeting to demonstrate the process is being considered.

TOWN HIGHWAY - Road Commissioner Report – written report from Bill:

The road crew has been concentrating on the following:

- Grading, Raking and Graveling Roads
- Filling Potholes and Sink Holes
- Replacing culverts
- Tree Removal and Debris Cleanup After Storms
- Ditching
- Equipment Maintenance
- Cemetery Maintenance and Regular Road Maintenance

Bill left a warranty release form from Liftech for work done on the backhoe. A board member needs to sign so Bill can return it to Liftech.

Terry moved to sign the Liftech/JCB warranty release form, Neil 2nd. All in favor, motion carried.

Bill also left us a rental agreement from HP Fairfield for the roadside mowing machine rental, the cost is \$3300 per week. We are scheduled for the week of 7 /13 to 7/17 with no restriction on usage hours.

Terry moved to sign contract with HP Fairfield for rental of their mowing machine at \$3300 for the week of 7/13 to 7/17/2020 with no restriction on hours of usage, Patty 2nd. All in favor, motion carried.

Bill also left info on a new to us rock rake that he'd like to purchase. Ours is not worth repairing. A new rake costs \$8,000. Bill has found a used one for \$2300 in Pittsford at Fox Brothers Farm. It's heavier duty than what we have. He would like authorization to spend up to \$2300 for this rock rake and needs to be able to get it ASAP or he'll lose the opportunity.

Neil moved to authorize Bill to spend up to \$2300 on a new to us Rock Rake from Fox Brothers Farm in Pittsford. Terry 2nd. All in favor, motion carried.

Patty moved to authorize Terry as chair sign a special board order warrant to pay Fox Brothers for the rock rake if the deal is done and immediate payment is necessary, Neil 2nd. All in favor, motion carried.

Jenny informed the board that we have \$18K in the equipment fund that could be used for this purchase.

Bill also reported to Terry that the JCB bucket repair is ready in NH for pick up. Repairs were done under warranty. Arrangements to pickup or get the bucket delivered still need to be worked out.

Carl recommends we start reviewing our expenditures in anticipation of the close of the budget. Terry will want to make sure this is on our next agenda so we can go over upcoming expenses and get a sense of where we might end up on highway spending this year.

It was also noted that the 7600 is still out for service at this time and undergoing a major repair. So, we will need to take that into account on budget review.

The board had another brief discussion on prudent planning for replacing the one-ton pickup. We will need to have Bill in the room or on video to dig deeper and come up with the best strategy for moving that forward.

TOWN LANDS: The board received an email from Aileen and Peter Stevenson this afternoon. They have put together a packet for each board member that includes information and ideas they have been working on for a new town office. Terry will pick up the packets and leave them at the Town Office for each of us to pick up and review before the facilities meeting.

Special Facilities Meeting scheduled for Thursday, May 7 at 7pm.

SOLID WASTE:

- SWAC Household Hazardous Waste event rescheduled to October 3, 2020 in Rutland Town
- Green Up Day postponed to May 30th
- Big Dumpster Day postponed until June 6th – Glen is ordering dumpsters. Terry posted a note on Front Porch Forum about the new date and the updated fee schedule for the event. He will post again as the date gets closer.

CORRESPONDENCE:

- Russell Graphics Property Tax Agreement for signature –
 - Patty moved to authorize Terry to sign the Russel Graphics Property Tax Agreement that was not signed in 2019 when the board agreed to the contract. Heather 2nd. All in favor, motion carried.
- Overweight permits tabled at last meeting.
 - Champlain Valley Plumbing & Heating
 - HOP Energy / Keyser Energy
 - Johnson Energy
 - Camp Precast
 - Fuller Sand & Gravel
 - Carl moved to sign overweight permits as presented, 2nd Neil. All in favor, motion carried.
- Update on VTrans Bridge Filings from Terry – Terry has not talked to Bill about this yet. He will tomorrow.
- VLCT 2019 Workers Comp Audit Adjustment & Invoice – Jenny will review and add to the next set of board orders for approval.

BOARD ORDERS: Neil moved to approve board orders as presented, 2nd Heather. Neil Russell - aye; Carl Haynes – aye; Terry Redfield – aye, Heather Grier – abstain, Patty Kenyon – abstain. (Abstentions due to absence from the physical meeting in order to

sign warrants. Heather & Patty reviewed the warrants earlier in the day in anticipation of a fully remote meeting.)

Carl questioned whether or not we should be paying federal tax on fuel or if that might be a mistake. Quick research on the web and looking at old fuel bills indicate that there is no exemption for municipalities on federal fuel taxes and past invoices show we have been charged and paid this tax right along.

LEGAL: None

OTHER BUSINESS:

Discuss Planning Commission Terms – Re-Appoint members: Terry has been trying to reach out to planning commission members and hasn't heard back. So although we'd like to get this settled, we are unable to at this time.

Gold-headed Cane – Terry's research indicated that the next recipient should be Mary Parker. The board discussed presentation options given the current pandemic and came up with a plan.

Terry moved to award the Gold-headed Cane to Mary Parker in recognition in being the oldest resident of Middletown Springs, Neil 2nd. All in favor, motion carried.

Patty will reach out to Emmett Francois to seek his help and guidance. Patty will work on appropriate documentation. Terry will reach out to Martha Parker to help coordinate the presentation.

EXECUTIVE SESSION: Terry moved the board enter Executive session at 9:15pm to discuss personnel issues, Patty 2nd. All in favor, motion carried.

Terry moved to exit Executive Session at 9:48pm, Carl 2nd. All in favor, motion carried.

No action taken.

ADJOURN: Carl moved to adjourn at 9:55pm, Neil 2nd. Meeting adjourned at 9:55pm

Respectfully submitted,
Patty Kenyon, Clerk