

Middletown Springs Selectboard • Thursday, June 13, 2019
Regular Meeting Approved Minutes

BOARD PRESENT: H. Childress, C. Fenton, C. Haynes, P. Kenyon, T. Redfield
TOWN OFFICERS: Sally Achey, Lister; Juanita Burch-Clay, Auditor; Sarah Grimm, Auditor; Pat Hemenway, Lister; Jenny Talke Munyak, Treasurer; Bill Reed, Highway Foreman
PUBLIC AND GUESTS: Nora Rubinstein, David Wright
CALLED TO ORDER: 7:00 p.m.

Ten pounds of town officers in a five-pound bag...

Minutes: P. Kenyon moved to approve the minutes of the May 23 meeting; T. Redfield 2nd; [*all in favor, motion carried*].

Public and Guests: David Wright and Nora Rubinstein discussed the lack of maintenance of the cemetery. The highway crew's workload is high enough that it isn't likely that they can surrender time to work on it themselves. Richie Miller did some work on mowing and clean-up between May 9 and 22, but not since. We will ask Richie to continue his work, and to let him know that he can use the Town's mower rather than having to use his own equipment.

They also asked the Selectboard to set another maintenance, repair and cleaning day for monuments. Once the cemetery is mowed and cleaned again, we'll schedule that at our next 6/27 meeting.

There was a discussion about the work that Trees Inc. did over the winter, as an adjunct to the work they did on a tree at the Library (they had hours remaining on their day's labor we hired). Some of the limbs remain down, and need to be removed.

Town Officers: Sally Achey and Pat Hemenway asked for the purchase of computing equipment for field work. We discussed backup policies for cloud-based data storage. Sally will investigate storage options and report back.

Auditors: Juanita Burch-Clay attended a VLCT workshop on government accounting and auditing. One factual note: H.526 in this year's legislation increases land record fees from \$10 to \$15, and time in the vault from \$2 to \$4 per hour. The Town has received the updated poster for public notification of such fees, and will post it soon. The Auditors will have some recommendations drawn from this training.

The professional audit: we still have some information pending regarding the Copeland Milk Fund, and are awaiting statements from investment firms. T. Redfield will follow up. The audit firm has issued a provisional letter of findings, and the Treasurer and H.

Childress have responded with a few requested clarifications. The final letter should arrive late this month.

Treasurer Munyaiak has delivered May financials. The books will close for the fiscal year in just over two weeks. The highway budget has been overspent this year; some of it may be eligible for FEMA reimbursement, but the official declaration of emergency has not yet been made.

The audit team has invested about 150 hours in the management of the audit process. The Town will make our final payment to the audit firm, plus paying the hours of the audit team, in the new fiscal year, to help with the cost of the audit being above budget.

The Louis Library Fund has changed bank accounts; Library Trustee Beth Miller is working with the Town Auditors to review banking status.

The Listers are finalizing the grand list. The Treasurer will use that information, in conjunction with the FY18/19 financial close, to propose a 2019-20 tax rate to the Select Board, likely at the July 25 Selectboard meeting.

The checks that the Town has sent to First Response have not yet been cashed. C. Haynes will follow up.

Highway: Bill met with Stephanie Bourque to determine some key areas of common damage, in preparation of developing the new Local Hazard Mitigation Plan. He'll be updating the culvert inventory later this month, in consultation with the RRPC field representative. There may be Federal grant funding available to do some reconstruction of drainage problems on Daisy Hollow.

The weather has continued to work against us. Ditches are filled, and too wet to clean out. Both Bill and Brent have been working six-day weeks, taking weather days as they can, but they're both overextended. They're prepping for Buxton, Spruce Knob and Norton guardrails, with the guardrail crew here on June 25-26. We've continued to have problems with the Class 4 section of North Road, and with the upper Class 3 section of Dudley Road. Bill is considering options for both, but has done some work to make them basically passable. P. Kenyon moved to allow further work on the Class 4 section of North Road (the last quarter mile before the Ira town line) for purposes of emergency response access only, with other Class 4 work to be done on an as-needed basis only; T. Redfield 2nd [*all in favor, motion carried*].

The crew has prioritized working on the remainder of damage from the April storms, in preparation for possible FEMA reimbursement filing. We have a grader on loan, but it's been raining enough that grading hasn't been possible on some days they'd planned.

We still have not received current maps of VTEL fiber-optic location, and the lack of that information slows repair projects for ditching and culverts.

We have been using a grader on loan from Winmill; they've offered it to us for sale (less our old grader for trade-in) at \$77,500. The engine and suspension has been rebuilt, it's been fully repainted, and Bill has been pleased with its performance. We have some time yet to keep using it before we have to make a purchase-or-return decision. We'll also compare potential purchase costs for the one-ton pickup, and weigh both purchases against the current balance of the equipment reserve fund.

Bill is preparing the reimbursement package for the Buxton Avenue grant project, and thinks that the Better Back Roads funding will come through relatively quickly.

Bill and Hilary Solomon are preparing for the design and construction of a rain garden to the north of the current Town lot, to prevent substantial water run-off across that site. Hilary is at work on a grant proposal to fund that project. Bill will be working to clean that lot of old Town junk, and will then work with Hilary to develop a plan (and the use of in-kind equipment and staffing use for Town assistance in construction). T. Redfield moved to allow the use of Town equipment to clear the site for future rain garden construction, with Bill donating his time to operate that equipment; P. Kenyon 2nd [*all in favor, motion carried*].

Town Lands: Interviews for the town office/library project are moving along well. David Munyaiak is working on developing a committee to determine the best project-management structure for construction, in light of different funding sources; which funders will allow in-kind contributions of volunteer labor, in light of their funding standards for bidding, licensing, insurance, and so on?

The State has provided a final grant agreement for the West Street feasibility study, which has now been signed by the State and the Town. Otter Creek Engineering has also provided their contract. T. Redfield moved to allow H. Childress to sign the professional services agreement with Otter Creek Engineering; P. Kenyon 2nd; [*all in favor, motion carried*].

P. Kenyon moved to approve \$200 for the Coy Hill Dam registration for 2019; T. Redfield 2nd [*all in favor, motion carried*].

Solid Waste: Hubbard is dropping off a 40-yard dumpster tomorrow, in preparation for Saturday's tire collection event. The container will be to the south of the transfer station fence, where the grader is usually parked. C. Fenton will work the tire event.

Correspondence:

- Copy of Planning Commission resolution commending John Arsenault for his service

- Notice of VLCT Health Officer Training
- VLCT summer calendar of events and trainings
- Quote from Winmill for potential purchase of 1997 Galion grader
- \$10 check from Neighborworks for document services on loan payment
- VT Dept of Environmental Conservation notice of 2019 Dam Renewal (by July 5 2019)
- Annual subscription notice from Poutney Rescue Squad
- Notice of DMV registration renewal for International 7600
- ads

Board Orders: T. Redfield moved to approve the board orders as presented; H. Childress 2nd; [*all in favor, motion carried*].

Other Business: The conflicts with the Middletown First Response and Poutney Rescue have become impassable, so First Response will need to be added to the Middletown Springs municipal insurance (both vehicle and personnel), at least in the short term, in order to continue operation. Poutney Rescue will have to surrender their co-signature on the vehicle's title before we can re-register it and put it onto our insurance. There will also be work to disentangle finances from Poutney Rescue and establish independent banking. One of the concerns is that all assets we remove from Poutney Rescue control have to be transferred to some legal entity, whether the Town of Middletown Springs or a non-profit organization yet to be established. C. Haynes will investigate whether our insurance coverage under Poutney Rescue has been terminated, and will talk with Gary Kupferer about recommendations for next steps.

Executive Session: H. Childress moved to enter executive session, inviting the Listers, Treasurer, Auditor, and Road Commissioner to join us; T. Redfield [*all in favor, motion carried*]. Executive session begun at 10:02 p.m.

C. Fenton moved to exit executive session; H. Childress 2nd [*all in favor, motion carried*]. Executive Session concluded and regular meeting rejoined at 10:38 p.m. A special meeting of the Board will be held at 7:00 p.m. on Wednesday, June 19; this meeting will be exclusively in executive session.

Adjourn: H. Childress moved to adjourn; T. Redfield 2nd; [*all in favor, motion carried*]. Meeting adjourned 10:40 p.m.

Respectfully submitted,
Herb Childress, Selectboard Clerk