

**Selectboard Special Meeting • June 27, 2019**  
**Approved Minutes**

**Selectboard Present:** H. Childress; C. Fenton; P. Kenyon, T. Redfield

**Town Officers Present:** Road Commissioner Bill Reed; Planning  
Commissioner Hilary Solomon

**Otter Creek Engineering:** Craig Jewett, Mary Beth Poli

**Public:** David Munyak

**Called to order:** 3:02 p.m.

**West Street Feasibility:** Otter Creek has completed the site survey, including the river cross sections. The bridge is hydraulically restrictive, which has likely influenced FEMA's flood boundaries. The site has one soil type: prime agricultural, good drainage, sands & gravels lending to effective stormwater treatment.

The engineers have not yet determined whether this project will be exempt from Act 250 restrictions related to river corridor development. It qualifies definitionally as a municipally necessary project of less than ten acres, but the Agency of Natural Resources/Department of Environmental Control district coordinator (Bill Burke) has yet to confirm its municipal-exemption status. For early planning purposes, the proposed site modifications are held outside the river corridor zone for Act 250 compliance.

The engineers provided two possible site resolutions. One would have the garage, transfer station and salt shed all located on site; the second is exactly the same without the transfer station. Both alternatives focus on the northeastern corner of the site, part of which is already outside the FEMA Flood Zone A boundaries, and all of which is outside the established river corridor/fluvial erosion zone.

A vigorous discussion ensued about modifications to the two presented alternatives, especially with regards to separating the public circulation of the transfer station function from the equipment uses of the Highway Department. The Board expressed a desire to locate all three functions on this site, and the engineers will continue to explore opportunities with this separation as a key consideration.

The Selectboard will meet tonight in regular session, and will set a date and time for a public review meeting of the next iteration of the site plans. The Board members expressed appreciation for the engineers' work to date.

**Adjourn:** H. Childress moved to adjourn; T. Redfield 2<sup>nd</sup>; [all in favor, motion carried]. Meeting adjourned 4:23 p.m.

Respectfully submitted,  
Herb Childress, Selectboard Clerk

**Selectboard Regular Meeting • June 27, 2019**  
**Approved Minutes**

**Selectboard Present:** H. Childress; C. Fenton; C. Haynes; P. Kenyon, T. Redfield

**Town Officers Present:** Road Commissioner Bill Reed; Treasurer Jenny Talke Munyak; Auditor Sarah Grimm; Planning Commissioner Peter Blekis

**Called to order:** 6:31 p.m.

It's warm and slow...

**Poultney Rescue Squad:** The early portion of this meeting was warned in order to have a conference with Poultney Rescue Squad, as requested by the Town's attorney; however, no representatives of that group appeared.

**Minutes:** T. Redfield moved to approve the minutes of the regular meeting of June 13 and the special meeting of 6/19; P. Kenyon 2<sup>nd</sup>; [*all in favor, motion carried*]

**Public Reporting:** The Town has completed a draft of its Local Hazard Mitigation Plan, available for public review at the Town Office until July 10, with the intention to adopt it at our July 11 regular meeting. Thanks to the team who pulled it together: Chris Fenton, Herb Childress, Bill Reed, Hilary Solomon, and Steffanie Bourque of the Rutland Regional Planning Commission.

The professional audit has now been completed, and the project manager, Treasurer and Auditors have written a formal response to their recommendations. The final report including that response will be in our hands within the next two weeks, for Board consideration and public availability.

The Treasurer delivered her annual review of internal accounting controls, for the Auditors to review. P. Kenyon moved to accept and sign the financial management review of internal controls; T. Redfield 2<sup>nd</sup>; [*all in favor, motion carried*].

**Highway:** Bill has received the Buxton project reimbursement paperwork, for an approximately \$27,000 project. We've been invited to participate in a new round of RRPC grants funding for highway equipment; H. Childress moved to sign the Intent to Participate and Intent to Purchase forms for the RRPC roads grant program; P. Kenyon 2<sup>nd</sup> [*all in favor, motion carried*].

P. Kenyon moved to approve the annual Road and Bridge Standards for VTRANS; H. Childress 2<sup>nd</sup>; [*all in favor, motion carried*].

Guardrails were installed yesterday and today along the new culvert projects. One of those guardrails pierced the fiber-optic cable on Norton Road, the location of which was not accurately noted; VTEL has been alerted to the need for repair.

Bill attended the FEMA disaster-recovery meeting related to the April 15<sup>th</sup> rain and erosion event. They are trying to fast-track the reimbursements, and we may see funds sooner than originally predicted.

Bill has signed the rental agreement with Winmill for \$2000 per week for use of the grader, 100% applicable to the purchase price if we choose to do so. He thinks the grader is well-suited to our Town needs, and appreciates Winmill's service. H. Childress moved that we purchase the 1997 Gallion 850C with the Craig Snow Wing from Winmill Equipment for \$77,500 (and the trade in of our Town's current grader); P. Kenyon 2<sup>nd</sup> [*Aye—Childress, Fenton, Kenyon, Redfield; Nay—Haynes; motion carried*].

The Class 4 section of North Street has a plugged catch basin and culvert; Bill will contact a flush-out service to clear it. P. Kenyon moved to allow Bill to have the basin washed out; T. Redfield 2<sup>nd</sup> [*all in favor, motion carried*]. Bill is also looking for someone who will do one mowing pass along 140 before our mower rental.

T. Redfield moved to allow the West Rutland ATV club to have a state certified excavator do repair work on the far end of North Street, at their expense; H. Childress 2<sup>nd</sup> [*all in favor, motion carried*].

**Town Lands:** Herb and David had a conversation with the Vermont Municipal Bond Bank this morning, in regards to financing options for the town office and library project.

Richie Miller billed us for a small amount work on the cemetery. We'll ask him to clear up the remainder of the site before the 4<sup>th</sup> of July weekend.

H. Childress will ask Otter Creek Engineering to prepare for a public hearing on the West Street feasibility study, preferably July 11<sup>th</sup>, or July 25<sup>th</sup> if necessary.

**Solid Waste:** Tire day accounted for 4.88 tons of tires, with disposal fees covering about 80% of that.

**Correspondence:**

- Town Treasurer annual report on internal financial controls
- Contract from the Rutland County Sheriff's Department. H. Childress moved to accept the contract with the Rutland County Sheriff's

Department, as approved by the voters; T. Redfield 2<sup>nd</sup> [*all in favor, motion carried*]

- Thank you to town from SW VT Council on Aging
- Ads from ESRI, Comcast, ProPac

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

**Other Business:** C. Haynes is in contact with VLCT PACIF about insuring the First Response vehicle and function; no information to report yet.

**Executive Session:** C. Haynes moved to enter executive session; H. Childress 2<sup>nd</sup>; all in favor, motion carried. Executive session begun at 9:41 p.m.

H. Childress moved to exit executive session; [*all in favor, motion carried*]. Executive session closed at 9:54 p.m., no action taken.

**Adjourn:** H. Childress moved to adjourn; C. Fenton 2<sup>nd</sup>; [*all in favor, motion carried*]. Meeting adjourned 10:05 p.m.

Respectfully submitted,  
Herb Childress, Selectboard Clerk