

Middletown Springs Selectboard • Approved Minutes Regular Meeting • July 8, 2021

BOARD PRESENT: At the town office: Terry Redfield, Neil Russell, Robin Chesnut-Tangerman, Patty Kenyon, Heather Grier.

TOWN OFFICERS PRESENT: via Zoom: Jenny Talke Munyak - Treasurer, Deb House - Delinquent Tax Collector, Sarah Grimm - Auditor. At the town office: Sally Achey & Pat Hemenway - Listers, Bill Reed - Road Commissioner.

PUBLIC PRESENT: via Zoom: Art Castle. At the town office: Ron Masleh, Glen Moyer, Sarah Carter, Sally Jones, Jim Mars, Brent Clark.

CALL TO ORDER: Terry called the meeting to order at 7:00pm.

APPROVAL OF MINUTES: 6/10/21 & 6/24/21 Regular Meetings.

Neil moved to approve the minutes of 6/10/21 and 6/24/21 regular meetings as presented, Robin 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE: No Update

PUBLIC COMMENTS & GUESTS - 577 West Street Property Issues - Sally Jones came in with some questions about the amount of land she owns with her house on West Street. There was some discussion on how best to determine actual acreage. Heather, in her capacity as a title searcher, had some insight about how to find information and offered to look through the land records to see what she could find and get back to Sally with advice on the best next steps.

Sarah Carter asked about what the town intends to do with the West Street property. The board stated their basic plan is to build a town garage, salt shed, and relocate the transfer station there. There was a discussion about the flood plain and whether or not the property is in the flood plain and whether or not we should be building there considering the proximity to the flood plain. The board responded that the latest engineering study done changed the area in the flood plain. That is what the current plans are based on. The board has not yet moved forward with the follow up paperwork to FEMA to have the official maps changed.

Jenny - asked the Listers about the status of the grand list 411. There was discussion about when that final report will be ready and when Jenny can set the town tax rates. Jenny would prefer to wait until closer to the end of July if it fit into the board's meeting schedule.

TOWN OFFICERS:

ARPA Certification process: Discuss 'CLFRF'; Accept; Authorized Rep.; Contact Person; Complete

Patty moved to re-affirm our Treasurer, Jenny Talke Munyak, as the town's Authorized Representative and Contact Person for the ARPA (CLFRF), Heather 2nd. All in favor, motion carried.

Library Trustee Appointment -

Robin moved to appoint Haley Kenyon to the vacant library board seat through town meeting 2022. Neil 2nd. All in favor, motion carried.

Town Clerk / Treasurer / Delinquent Tax Collector / Auditors / Listers – Patty reported to the board that she planned to hire Meredith Morgan & Elizabeth Cooper to help in the town office. The board needs to set their pay rate.

Heather moved to approve the pay rate of \$14 per hour for hiring town clerk assistants with total pay not to exceed the budgeted line item. Neil 2nd. All in favor, motion carried.

Jenny - explained a few of the board orders for FY2021 budget line items as well as some transfer of funds to move money from the general budget to reserve accounts. The remainder of the board orders are for FY2021/FY2022.

Jenny also reminded the board that for budget year 2022 we will need to be aware that we had \$40K budgeted in revenue for an anticipated grant which we did not get. We are getting a couple of small grants that will fill some of that revenue but we need to be mindful of spending as we move through this year.

Terry moved to award our Emergency Management Director a stipend of \$250 from FY2021 using the unused budget line item for animal control. Neil 2nd. All in favor, motion carried.

Social Service Agency request policy revision; Language revisions to Personnel Policy re: Comp Time; and Proposed Accounting, Auditing, Financial Reporting Policy – Tabled until Later Analysis this Summer

TOWN HIGHWAY:

Road Commissioner Report – (Bill on vacation wk of July 12)

- Bill made a work schedule for next week's work and gave it to Terry to implement.
- Bill has gathered a bunch of materials price lists. Thinking about recommending going out to bid on materials for this year.
- Roadside mowing is coming, but rough on equipment. A couple roads still to do.
- Working on Fitzgerald Road, unclogged culverts, still needs gravel and grading. Bill & Brent will work on finishing this up after he's back from vacation - it's a two person job.
- We were awarded a grant for \$9400 which he intends to use to fix some areas on Orchard Road.
- They've been having issues with Dig Safe not marking when and where

they are supposed to.

Other Town Highway - Solicit Winter Sand Proposals - Terry reminded Bill we should be thinking about this soon.

There was discussion among the attendees, road commissioner and the board about material purchases and how to verify quantity in order to ensure that we can figure and compare pricing for materials correctly. The board will work to come up with a template for pricing requests so that we are looking at apples and apples when making decisions. There was a request to measure the quantities in the piles currently out by the firehouse so that we have a baseline for each supplier.

TOWN LANDS -

Schedule In-Person Work Meetings – new Town Office Informational Series

The board set a dedicated building meeting - July 29 at 7pm in person. We will carve out a bit of time at this meeting for the Treasurer and Lister's year-end business and we will have a short discussion with the Fire Department regarding next steps for their proposed building process.

Discussion of Other Building Projects, such as MSVFD and MTS Library - Neil sent an email to the board today with a proposal for a temporary repair to the firehouse roof. Not all members had seen the email, so Patty printed a copy for all to review. Estimate from Doran Roofing of \$2900 with an anticipated timeframe of August 2021.

Neil moved to accept the proposal from Doran Roofing for \$2900 to repair the firehouse roof using money from the Fire Department Capital Improvement Fund. Heather 2nd.

After discussion Neil rescinded his motion to give the fire department time to look over the proposal and ask questions or give input.

In general, the board is in favor moving forward and will revisit this at the July 22nd meeting.

Bill brought up the need for something to be done with the salt shed before this winter. There was some discussion about how to proceed - we need a temporary solution for this year. This will need more thought and investigation to find a workable solution.

SOLID WASTE: Nothing

CORRESPONDENCE:

- Letter, Price List & Account ID Cards from Casella Construction
- Price list from James P Mars Sr Builder Inc.
- Vermont Dept of Taxes Notice of Education Tax Rates
- VT Center of Independent Living Thank You letter
- Copy of Rutland County Sheriff's signed contract

BOARD ORDERS:

Robin moved to approve board orders as presented, Neil 2nd. All in favor, motion carried.

LEGAL: none

OTHER BUSINESS:

Upcoming Meeting Schedule:

BCA Meeting - Thursday, July 15 at 7pm.

Next Regular Meeting - Thursday, July 22 at 7pm.

Building Meeting - Thursday, July 29 at 7pm.

EXECUTIVE SESSION: (if necessary) –

Terry moved to enter Executive Session at 9:58pm to discuss personnel inviting Bill Reed to join us, Neil 2nd. All in favor, motion carried.

Terry moved to exit Executive Session at 10:29pm, Heather 2nd, all in favor, motion carried.

No action taken.

ADJOURN: Robin moved to adjourn at 10:30pm, Neil 2nd. Meeting adjourned at 10:30pm.

Respectfully Submitted
Patty Kenyon, Clerk