

## **Middletown Springs Selectboard • Approved Minutes Regular Meeting • August 26, 2021**

**BOARD PRESENT:** At the town office: Terry Redfield, Patty Kenyon, Neil Russell, Heather Grier, Robin Chesnut-Tangerman at 8:57pm.

**TOWN OFFICERS PRESENT:** At the town office: Sally Achey & Pat Hemenway - Listers, Bill Reed - Road Commissioner/Foreman Via Zoom: Sarah Grimm - Auditor, Jenny Munyak - Treasurer (all at 7pm).

**PUBLIC PRESENT:** At the town office: Brent Clark (6pm - 7pm), Ron Masleh at 7pm. via Zoom: Art Castle - MSVFD (7pm), Peter & Aileen Stevenson (7pm).

**CALL TO ORDER:** Terry called the meeting to order at 6:05pm.

**EXECUTIVE SESSION:** Personnel Issues (6pm - 7pm)

Terry moved the board enter Executive Session to discuss personnel issues at 6:05pm inviting Brent Clark to join us, Heather 2<sup>nd</sup>. All in favor, motion carried.

Terry moved the board exit Executive Session at 7:04pm, Heather 2<sup>nd</sup>. All in favor, motion carried.

Action item - Terry will draft a memorandum of understanding.

**END EXECUTIVE SESSION: Roll Call Attendees**

**APPROVAL OF MINUTES:** 7/21/2021 Emergency Meeting, 8/12/2021 Regular Meeting, 8/19/21 Special Meeting.

Terry moved to approve the minutes of 7/21/2021 Emergency Meeting, 8/12/2021 Regular Meeting, and 8/19/21 Special Meeting as presented, Neil 2<sup>nd</sup>. All in favor, motion carried.

**EMERGENCY MANAGEMENT UPDATE:** COVID cases are increasing statewide. We need to be more vigilant.

Rutland Region Public Works Mutual Aid Agreement came in this week.

**PUBLIC COMMENTS & GUESTS:** None

**TOWN OFFICERS:**

**Town Clerk / Treasurer / Delinquent Tax Collector / Auditors / Listers -**

**Errors & Omissions Report; Proposed Tax Map Contract (listers) -** The listers presented an Errors & Omissions Certificate for the board's approval. There were two corrections needed - one for the Jones property on West Street and one for the

Trombley property on Springs Drive. Each of these were the result of errors that happened quite a while ago but were recently discovered and corrected by the listers.

Patty moved to approve the Lister's Errors & Omissions Certificate related to two properties, Trombley and Jones, Neil 2<sup>nd</sup>. All in favor, motion carried.

There was a brief discussion about E911 coordination being done by the Town Clerk in concert with the Listers to create job overlap and streamline communication between the listers and the clerk which will help to avoid confusion with assigning new numbers in the different systems.

On the topic of emergency services, Bill reported that all road signs that needed replacing have been replaced and all roads in town are properly marked as of tonight.

**Discussion of proposed Accounting Policy revisions (Town Treasurer)** - The treasurer reviewed the policy and suggested some changes, the clerk also weighed in and now we are waiting to hear back from auditors for their response to the feedback. Once we hear back from the auditors Jenny volunteered to make the changes and send back to the board for final review and adoption.

**Social Service Agency request policy revision; Language revisions to Personnel Policy re: Comp Time** – Tabled until Later Analysis this Summer

## **TOWN HIGHWAY:**

### **Road Commissioner Report –**

- One ton recall done and back in service.
- Picked up Backhoe in Burlington this week, it's working well so far
- Started layout for the Dudley Road Grant Project.
- Went to Castleton for Hydro-seeder training. Plans to borrow it to use on Garron Road and Dudley Road.
- Cleaning up around the salt shed.
- Getting winter equipment ready.
- Put up street signs.
- Resolved a Service Request received by email - 689 Coy Hill Road - had a wash in front of their mailbox.
- We have a recall on the new tandem that needs to be taken care of.
- Next week will schedule the undercoating on the one-ton & green freightliner.
- Plans on replacing culverts on Garron Rd next week.
- Will be placing gravel at the end of Spruce Knob.
- Would like to get slate for the winter sand - Board questions using the slate as they've been getting a lot of complaints about the use of the slate. The board requests putting off the purchase of slate until we can do some research on options and pricing. How many yards of stone do we need to buy? Bill will work with Terry to get a sense of the quantity of material we need.
- Dudley Road needs dig safe.

- We'll need to rent an excavator for a week for that project.
  - G-Stone, Winmill, Abel Construction are potential places to rent.
- Need to order materials for Dudley Road (GIA - FY21) - things we need
  - 60' of 18" culvert
  - 20' 24" plastic culvert that empties into the pond
  - 2 loads of #2 shot rock
  - 2 loads of 8 to 10" Rip Rap
 Bill will be using project tally sheet to keep track of grant expenses.
- Need to get a quote for paving of the second half of Route 140 soon so we can apply for a grant.
- Chainsaws are a Whites - - one is save-able one is no good so we need to buy a new chainsaw.
- Bill asked if the board still wanted him to use his billable time as Road Commissioner to attend meetings and give updates. He has heard some negative feedback about the cost of providing these updates. The board felt his presence was both necessary and valuable and would like him to continue with that practice going forward.

**Other Town Highway - Winter Sand Proposals / Processed Gravel Status -**  
 The board will be reviewing gravel prices and will be making a decision on these purchases hopefully at the next meeting.

**TOWN LANDS** - Proposed New Building Mailer & Schedule Informational Meeting(s)

There was an in-depth discussion on the proposed language put together by Geoff McGuire for the mailer, multiple revisions were suggested, Terry will take those comments and produce another draft for us to review prior to the next meeting.

**Other Building Projects: MSVFD, MTS Library, 577 West Street multi-use site -**  
 nothing on this right now.

**SOLID WASTE:** Next meeting we'll be planning for October big dump day.

**CORRESPONDENCE:**

- Letter from MSVFD re: Septic System – Rest room & parking on Septic – would like a response that includes steps taken to address the issues.
  - Terry will draft a response for the board to review.
- VLCT Annual Meeting Notice – Board can appoint a representative if they'd like to attend meeting and vote on issues. No action taken.
- VLCT Quarterly Loss Report – for review.

**BOARD ORDERS:**

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

**LEGAL:** None.

**OTHER LAWFUL BUSINESS:**

**Upcoming Meeting Schedule:**

Regular Meeting - Thursday, September 9, 2021 at 7pm

**EXECUTIVE SESSION: Personnel Issues:**

Terry moved to enter Executive Session at 9:25pm inviting Bill to join us, Patty, 2<sup>nd</sup>. All in favor, motion carried.

Heather moved to exit Executive Session at 10:29pm, Patty 2<sup>nd</sup>. All in favor, motion carried.

Action Item: Terry will work to line up a mediation session.

**ADJOURN:** Patty moved to adjourn at 10:31pm, Terry 2<sup>nd</sup>. Meeting adjourned at 10:31pm.

Respectfully Submitted  
Patty Kenyon, Clerk