

**Middletown Springs Selectboard • Approved Minutes  
Regular Meeting • November 23, 2021**

***Happy Thanksgiving!***

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

**TOWN OFFICERS PRESENT:** At the town office: Bill Reed – Road Foreman/Commissioner. Via Zoom: Jenny Talke Munyak – Treasurer, Sarah Grimm – Auditor, Herb Childress – EMD, Deb House - DTC.

**PUBLIC PRESENT:** At the town office: Ron Masleh. via Zoom: Peter & Aileen Stevenson.

**CALL TO ORDER:** Terry called the meeting to order at 7:03pm.

**APPROVAL OF MINUTES:** November 11, 2021 Regular Meeting.

Heather moved to approve the minutes of 11/11/2021 Regular Meeting as presented, Robin 2<sup>nd</sup>. All in favor, motion carried.

**EMERGENCY MANAGEMENT UPDATE: Herb Childress –**

**Discuss Salt Shed Grant application for 577 West Street –** Herb reported that we will not make the deadline for applying for this grant. He was not able to assemble all the information we needed on time, and we failed to have the required public meeting prior to applying. Herb apologized for not being able to get this under way but reminded us that we have laid some of the groundwork for another attempt next year.

Terry assured Herb that there are no apologies necessary, the board dropped the ball on the meeting piece. The board expressed their thanks to Herb for his time spent and we will look forward to next year.

Herb also reported that this last summer the state eliminated local emergency planning groups, the upshot is that the board needs to appoint Herb to be the representative to the Regional Emergency Management Committee (takes the place of the local planning group). There is a second seat on that committee that also needs to be filled. Appointments are until May 1, 2022. The board will need to find a second person who is willing to serve alongside Herb on this committee. That 2<sup>nd</sup> person should come from Emergency Response or Public Works. Herb will send out the guidelines to Terry by email after the meeting. Bill stated that he is overstretched right now and cannot do this. Terry will reach out to a couple of potentials in the Emergency Response realm. Meanwhile:

Terry moved to appoint EMD Herb Childress to the Regional Emergency Management Committee, Robin 2<sup>nd</sup>. All in favor, motion carried.

Herb asked to be kept up to date on the status of the Road Crew. Who are the fill ins,

contractors, etc., so he can fold that into his emergency planning.

Herb would also like to put together some communication to the town to let folks know what to expect given our current highway crew situation. Terry, Herb & Bill will meet to get the details clear for such a communication.

**PUBLIC COMMENTS & GUESTS:** None.

**TOWN OFFICERS: Town Clerk / Treasurer / Delinquent Tax Collector / Auditors / Listers –**

**RFP for Town Report & Schedule Budget Meetings –** Patty will unearth last year's language and get it out on FPF and in the Town Newsletter.

Jenny reported recent deposits from State of VT - \$55K for Current Use, which is over budget, and another \$2k of ARPA money designated for the library. There is a check to the library in this week's orders to pass that money on to them.

Deb House reported that she has one delinquent taxpayer who has recently filed for bankruptcy. She noted that delinquent taxes are not dismissed under bankruptcy laws, but there are regulations on how those taxes can be sought. Paperwork needs to be filed with the court, that process comes with a cost, so she wanted the board to be aware of that and to expect those charges after the new year. Board members were fine with those expenses in order to recoup the larger amount.

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

**TOWN HIGHWAY: Road Commissioner Report –**

- Open slots for roadside mowing machine – pricing for next year \$4500 a week. – first available week is July 11, the board discussed the best scheduling options and asked Bill to try to get us on the list for the end of July if possible.
- FY22 Grants in Aid – Bill reported that we need to make sure we have documents signed and in place for this program. Patty will connect with Steffanie Bourque at RRPC to make sure we have our paperwork in order.
- Bill has been working on ditching and getting roads ready for winter.
- We are still waiting to get the single axel truck back from service.
- There will be some new tool purchases coming through because we have a lot of tools missing that need to be replaced. Which means we'll be over on our small equipment budget for this year.
- Bill would like to change the locks on the garage so we can be sure that tools don't continue to come up missing.
  - Terry moved to approve changing the locks in the town garage building, Patty 2<sup>nd</sup>. All in favor, motion carried.
- Bill has also been working on an inventory of blades and bolts and so forth for plow parts. We need 11' faceplates for the plows. We have plenty of 10' faceplates. Bill has ordered the 11' faceplates.
- We received a service request from the Holliman's for replacement of their private road sign which recently came up missing. It is the board's understanding

that the Town is responsible for all road signs within the E911 system. Bill will inventory the private road signs and make a list of what needs to be replaced.

- Bill received a service request from Don Smith regarding ditching on Garron Road, he hit a big rock with his mower that was pushed down by grading. Ruined his mower blade. Bill cleaned up the big rocks and will try to keep an eye on it for the future.
- Bill has been struggling with getting the equipment ready to go for winter without a second pair of hands. He will continue to work on getting everything ready as best he can.
- Bill reported that he is going to buy a pair of heavy duty jack stands for future work in the garage which will help him get underneath the trucks safely.

**Other Town Highway - Winter Plowing Help availability** – Terry talked with Richie last week – he said he is interested, right now they are playing phone tag. In a phone message, Terry asked him to talk to Bill and get things set and get his paperwork in. Good news.

Terry wanted to revisit service request from October 14, 2021 – Liz Ekwall – on the class 4 portion of the road. New information has surfaced, but as yet he has not connected with her to confirm the details. Once he is able to talk to her he will bring that information back to the board if he feels further consideration is warranted.

Bill asked the board if they were willing to engage in a mediation session with him. There was a short discussion. Three members stated they were willing to participate, Bill was amenable to proceeding with the three willing members. Terry will set up the session. Robin will check on the meeting protocols regarding a board quorum attending a mediation session together - is that considered a meeting, does it need to be warned as such, etc.

### **TOWN LANDS - New Building Project – Next Steps:**

**Site Prep Work & Other** – Neil, Ron, Peter & Robin had a Zoom meeting with Geoff Metcalfe. Geoff was strongly recommending a Construction Manager be used for this project. Peter & Geoff will write up an RFP for that position before the next meeting as we need to get moving on this asap.

Peter is following up on a few things with the soil engineers, trying to understand the parameters for the site work. Progress is taking shape.

Patty gave Robin a binder that has all of the documentation and reports on the brownfields project. Peter has questions about what our obligations are before we break ground.

The team also brought up the potential need for nearby rental space for storage of building products during the construction phase. Given the current supply chain issues, Geoff recommends we locate storage space so we can get products when they are available and store them nearby in a safe location.

**Financing Options** – Terry connected with Bank of Bennington and the First National

Bank of Orwell, they are both interested in working with us and gave Terry some preliminary information. He is waiting to hear back from a few other institutions to round out the scope of options available to us.

**Other Building Projects: MSVFD, MTS Library, 577 West Street site** – nothing tonight.

**SOLID WASTE:** nothing tonight.

**CORRESPONDENCE:**

- Appropriation Requests –
  - Big Heavy World - \$250
  - New Story Center - \$200
  - Child First Advocacy - \$400
  - VT Rural Fire Protection - \$100
  - VNA & Hospice - \$1500
  - Poultney Mettowee NRCD - \$500
- Service Request – Memory Lane street sign stolen – discussed earlier under highway.
- US Ecology 2022 SWAC Pricing (Hazardous Waste Events).

**BOARD ORDERS:**

Robin moved to approve board orders as presented, Terry 2nd. Ayes – Robin, Patty, Terry, Heather. Abstain - Neil. Motion carried.

**LEGAL:** None

**OTHER LAWFUL BUSINESS:**

**Upcoming Meeting Schedule:**

Regular Meeting - Thursday, December 9 at 6 pm budget, 7pm regular business.

Patty will get spreadsheets together and send out to the board.

**EXECUTIVE SESSION: (if necessary – Personnel Issues) –**

**ADJOURN:** Robin moved to adjourn at 8:53pm, Terry 2<sup>nd</sup>. Meeting adjourned at 8:53pm.

Respectfully Submitted  
Patty Kenyon, Clerk