

**Middletown Springs Selectboard • Approved Minutes
Regular Meeting • December 9, 2021**

Budget session 6pm ~ Regular session 7pm

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, Sally Achey – Lister both at 7pm. Via Zoom: Sarah Grimm – Auditor at 6pm, Jenny Talke Munyak – Treasurer at 6:30pm, Hilary Solomon – Planning Commission at 7pm.

PUBLIC PRESENT: At the town office: Ron Masleh at 7pm. via Zoom: Peter & Aileen Stevenson at 7pm.

CALL TO ORDER: Terry called the meeting to order at 6:03pm.

BUDGET SESSION: The board worked on budget numbers for general town government from 6pm to 7pm. Next session will be Thursday, December 16 at 6pm for a budget session only.

At 7pm the regular meeting commenced.

APPROVAL OF MINUTES: November 23, 2021 Regular Meeting.

Robin moved to approve the minutes of 11/23/2021 Regular Meeting as presented, Terry 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE: Herb Childress – Herb was not present.

Terry reported that he has not had any luck trying to secure a second person for the new Regional Emergency Management Committee member yet, he will continue to reach out to potential candidates.

PUBLIC COMMENTS & GUESTS: Hilary Solomon came with a few updates from the Planning Commission as well as the Regional Planning Commission and the Poultney Mettowee Natural Resources Conservation District (PMNRCD).

The RRPC & PMNRCD have been awarded money from the clean water fund to identify and complete projects in the Poultney Mettowee watershed as well as parts of Addison County with the intention of reducing harmful runoff reaching Lake Champlain. She will be seeking potential projects for Middletown Springs as well as the other towns in the district and wanted the board to be aware so they could send information her way that might result in a project that could be funded. There is no local match required. Projects can be agricultural, road related, municipal, or for individuals. The corner property stormwater system is one good candidate.

Hilary & Herb will be participating in a call tomorrow with Steffanie Bourque to talk about

other grant opportunities the Rutland Regional Planning Commission has available.

Lastly the state Village Center Designation needs to be renewed. Hilary is willing to take the lead and help us get this completed.

The board thanked Hilary for sharing this information and for agreeing to help us make the most of these opportunities.

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

Listers – Errors and Omissions - Sally brought an errors & omissions certificate to the board for a Veterans exemption that is retroactive to the 2021 tax year. The impact on the grand list is negligible, so should not create a shortfall in taxes raised.

Patty moved to approve the Errors & Omissions Certificate presented by the listers, Heather 2nd. All in favor, motion carried.

Patty gave a short report about town meeting preparations.

Town Report Proposals - Beth Miller was our only Town Report Proposal with a price not to exceed \$1900.98.

Robin moved to accept the proposal from Beth Miller to produce the 2022 Town Report with a cost not to exceed \$1900.98, Terry 2nd. All in favor, motion carried.

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

TOWN HIGHWAY: Road Commissioner Report –

- Bill presented information to the board regarding upcoming mediation session. Initial information gathering meeting with Terry, Bill, and Tom Chamberlain is scheduled for Tuesday morning.
- Richie is working out very well filling in for snowplowing.
- Joe Castle is also available to do some fill in for plowing. He is willing to work for \$25 per hour. He is not hauling with his truck this winter so is available. Board would need to approve his pay.
 - Terry moved to approve a rate of pay of \$25 per hour for Joe Castle to fill in part-time plowing snow over the winter if needed, Patty 2nd. All in favor, motion carried.
- Small ice storms are taking a toll on the sand pile.
- Still cleaning up overhanging branches from the Thanksgiving ice and snowstorm.
- Street signs at both ends of Buxton Avenue are gone, also had some major damage to guardrails on Garron Road.
- Terry, Herb, and Bill are going to work on a communication to townspeople about expectations for winter road procedures and conditions. There have been some complaints and exasperated people over the last couple storms, so it's a good

- time to remind people of our policies and procedures.
- Bill continues to work on equipment maintenance between storms.

Winter Plowing Status – see above

Winter Sand/Salt usage thus far – see above

OTHER HIGHWAY: Bill and Terry mentioned some nuisance beavers between Buxton Avenue and Coy Hill Road that have the potential to cause some serious flooding and possible road damage. Something we need to be aware of in case any flooding starts to encroach on the highway right of ways.

Terry reported on his conversation with Liz Ekwall regarding her service request. The additional information gathered did not warrant the board changing their initial decision.

TOWN LANDS - New Building Project – Next Steps:

Site Prep Work & Other –

Robin presented a draft RFP for a Construction Management firm. The board needs to set a timeline to be added to the RFP and approve the document so that we can get this out and get proposals back to us asap. Geoff has three reputable companies who are interested in putting in a proposal for this work.

Patty moved to approve the RFP to solicit for a Construction Management firm for construction of the new town office stipulating proposals be received by January 7, 2022, Robin 2nd. All in favor, motion carried.

Financing Options –

Terry & Patty will put together informational letter and packet to send to local banks to request rates and loan terms.

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

SOLID WASTE: Transfer station will be closed on Christmas day and New Year's day (both Saturdays) and open instead on the following Wednesday.

CORRESPONDENCE:

- Appropriation Requests –
 - Regional Ambulance Service - \$375
 - Community Care Network / Rutland Mental Health - \$867
 - Chamber & Economic Development - \$745 (used to be Regional Marketing Initiative).
- VT Dept of Health - 2021 Local Health Annual Report
- VT Dept of Housing & Community Dev – Village Center Designation Renewal – Hilary Solomon will help us with that.

BOARD ORDERS:

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

LEGAL: none

OTHER LAWFUL BUSINESS:

Upcoming Meeting Schedule:

Budget meeting – Thursday, December 16 at 6pm – Special Budget meeting.

Regular Meeting - Thursday, December 23 - 7pm

EXECUTIVE SESSION: (if necessary – Personnel Issues) –

Terry moved to enter Executive Session at 9:14pm to discuss personnel inviting Bill. All in favor, motion carried.

Terry moved to exit Executive Session at 9:25pm, Patty, 2nd. All in favor motion carried.

No action taken.

ADJOURN: Robin moved to adjourn at 9:26pm, Terry 2nd. Meeting adjourned at 9:26pm.

Respectfully Submitted
Patty Kenyon, Clerk