

Middletown Springs Selectboard • Approved Minutes Regular Meeting • January 13, 2022

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

TOWN OFFICERS PRESENT: At the town office: Bill Reed – Road Foreman/Commissioner. Via Zoom: Sarah Grimm – Auditor.

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: December 23, 2021 Regular Meeting & December 30, 2021 Special Budget Meeting.

Heather moved to approve the minutes of 12/23/2021 Regular Meeting & 12/30/2021 Special Meeting as presented, Robin 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE: Herb Childress – no report from Herb

Regional Emergency Management Committee progress –

Patty updated the board on a meeting she & Herb had with Wade Masure of VLCT/PACIF. Herb, as part of his Emergency Management Committee work is working on establishing a board policy for temporary and emergency highway work staff. Wade provided a sample policy and outlined the expectations. He also inquired about our current personnel policy and offered some suggestions as to how that should be updated to remain in compliance with commercial driver regulations. We came away from that meeting with a list of items to review and accomplish. This is something we should discuss as a board more in depth and create a plan of action to get us up to speed.

PUBLIC COMMENTS & GUESTS:

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

Town Report Progress – The board reviewed where we are right now in terms of Town Report progress. Beth needs the warning and budget asap so that she can get the draft out to proofers and make her printer deadline.

Town Meeting Deadlines – Patty updated that there were no petitions for articles submitted today, which was the deadline for those. Next deadline is for candidates to be placed on the ballot and that is Monday, January 24 by 5pm. Reviewed where we are right now. No petitions for articles submitted.

The board will meet next Thursday, January 20 to finalize the budget and warning,

complete the selection of a Construction Management firm for the new town office and decide on whether to hold an in-person town meeting or go full virtual like last year, based on the Governor's signing legislation that allows for that change due to the pandemic.

Patty asked to tackle a couple questions now regarding the budget and warning.

1. Do we want to include Sheriff services in the general budget or warn them as a separately voted on article? Board decided to vote separately as we have done in the past.
2. Can we decide on the Tax Stabilization dollar figure? Yes, make that number \$5,000 this year.

She also asked board members to carefully proofread the warning to make sure all the dates, times and pertinent information is correct, so that any adjustments can be made before we meet next Thursday.

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

TOWN HIGHWAY: Road Commissioner Report –

- Bill reported that they are having some issues with the 2016 Green Freightliner – some unexpected breakdowns. Total repairs are around \$2200 to get us back up to speed.
- They've been working on cleaning up and organizing the garage to gain more space to work on vehicles.
- So far sanding and winter road work is going well.
- Bill has ordered some signs in this year's budget to replace those that are missing.

Bill and the board would like to recognize the folks who have stepped in to help us this winter while we are shorthanded - Richie Miller, Joe Castle, Tabell Enterprises, all have been invaluable. We are extremely grateful for their help and support.

OTHER HIGHWAY:

Winter Plowing Status – discussed above

Winter Sand/Salt usage thus far – discussed above

TOWN LANDS - New Building Project – Next Steps:

Construction Manager Interviews – Construction Management interviews took place on Tuesday afternoon. They went very well. The board intends to finalize its decision next Thursday. One firm was eliminated from the pool of candidates based on their construction schedule of spring 2023. The two remaining candidates are able to begin construction this summer. Next steps for the board is to check references prior to our January 20 meeting.

Heather agreed to assign references to each board member and to put together a short list of questions for members to ask each reference. She will get that list to the board tomorrow morning for input and we will finalize and be ready to work early next week.

Financing Options – Letters are nearly ready to go out. Packets need to be assembled and emailed to the interested lending institutions. Terry and Patty will finish that up early next week and get the emails out.

Site Prep Work & Other – We received the updated structural soils report from the engineer. Based on the new building design and footprint the new design is simpler and contains some different recommendations.

Other Building Projects: MSVFD, MTS Library, 577 West Street site – no discussion.

SOLID WASTE: Patty reported that while Wade Masure was here he asked if we still needed to carry the bailer on our insurance policy. We did not realize it, but no, it can be removed from the insurance policy. Patty to email Wade and ask how to get that removed.

CORRESPONDENCE:

- Appropriation Requests –
 - Rutland County Parent Child Center - \$400
 - MSVFD – \$81,885 – 3% increase
 - VT Center for Independent Living - \$100
 - VT Farmers Food Center - \$500
 - Habitat for Humanity Rutland County - \$350
- **State of VT 2021 Equalization Study Results -**
 - Grand List (411) \$89,659,151
 - Equalized Education Grand List (EEGL) 96,815,325
 - Common Level of Appraisal (CLA) 92.61%
 - Coefficient of Dispersion (COD) 14.58%
- **AOT – Certificate of Highway Mileage** – needs signature & return
 - Terry moved that we sign the Certificate of Highway Mileage for 2022, Robin 2nd. All in favor, motion carried.
- **Contract – HP Fairfield – Mower Rental - \$4500 for 1 week (effectively 4 days)** – need approval & signature.
 - Patty moved to approve and sign the contract for mower rental for the summer of 2022 – contract amount \$4500. Robin 2nd. All in favor, motion carried.
- **Credit Union of Vermont** – Share Deposit Account Resolution – for Bigelow Matthews Fund – Needs resolution of the board, signatures and to be returned.
 - Robin moved to approve Elizabeth Miller and John Weatherhogg as signatories for the Bigelow Matthews Fund at the Credit Union of Vermont, Terry 2nd. All in favor, motion carried.
- **Rutland County Sheriff's 2021 Report** – Rates the same as last year for 10 hrs of coverage per week.
- **Newport Sand & Gravel/Carroll Concrete – Overweight Permit.** Includes check for \$10 and COI. Needs to be approved, completed, and returned.
 - Patty moved to approve the overweight permit Newport Sand & Gravel/Carroll Concrete, Robin 2nd. All in favor, motion carried.

BOARD ORDERS:

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

LEGAL: none

OTHER LAWFUL BUSINESS:

Upcoming Meeting Schedule:

Next Special Meeting – Thursday, January 20, 2022, at 6pm.

Next Regular Meeting - Thursday, January 27, 2022, at 7pm

EXECUTIVE SESSION: (if necessary – Personnel Issues) – none

ADJOURN: Robin moved to adjourn at 9:07 pm, Heather 2nd. Meeting adjourned at 9:07pm.

Respectfully Submitted
Patty Kenyon, Clerk