

Middletown Springs Selectboard • Approved Minutes Regular Meeting • February 24, 2022

BOARD PRESENT: All via zoom: Terry Redfield, Patty Kenyon, Robin Chesnut-Tangerman.

TOWN OFFICERS PRESENT: All via zoom: Bill Reed – Road Commissioner/Foreman, Sarah Grimm – Auditor.

PUBLIC PRESENT: via Zoom: Peter & Aileen Stevenson, Ron Masleh.

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

APPROVAL OF MINUTES: February 10, 2022, Regular Meeting.

Robin moved to approve the minutes of 2/10/2022 Regular Meeting as presented, Terry 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE: Herb Childress – Nothing tonight.

LEMP plan & Rutland Region Mutual Aid Agreement (May 1) - Terry will ask Herb to take a look at this, make any necessary updates and present to us for review and approval prior to the deadline.

PUBLIC COMMENTS & GUESTS: Nothing tonight.

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

Town Meeting Status, Election Information etc – Patty gave a brief overview of preparations for election day and the informational meeting. All is going well and we should be ready. Assistants have been entering returned ballots into the state system and been trained on processing voter registrations. The moderator, Patty, and the technical assistants for the virtual informational meeting will meet on Saturday to review details so we are ready to go on Monday. Virtual meeting informational mailer should be in people's mailboxes today.

The board extended their thanks to staff (Patty, Meredith, Elizabeth) for their time and efforts in the prep work.

Town Policy Manual updates – to be determined – Patty gave a brief update on her recent review of the current personnel policy and the proposed CMV Drug & Alcohol Policy. Each board member should read these policies and be ready to come to the next regular meeting with their thoughts about changes and procedures so that we can get these documents in place and begin implementing the procedures as soon as possible.

Public Works Mutual Aid Agreement (biennial review) and LEMP adoption (Local Emergency Management Plan) – talked about under Emergency Management.

TOWN HIGHWAY: Road Commissioner Report – Terry thanked Bill for rearranging

his schedule and missing time with his family tomorrow to take care of us during the upcoming storm.

Bill reported the following:

- Spent today getting equipment ready for the upcoming storm – Joe is scheduled to help all day tomorrow and for clean up on Saturday. Richie is out of town until Sunday.
- There are currently a lot of frozen culverts. He has ordered a new pump to clear the frozen culverts. It is in, and he will try to get it tomorrow if time allows.
- We have some lost some shoulders due to the frozen culverts – work to fix those will happen after the storm.
- Bill is concerned about the sand/salt mixture we've been using on the roads. He feels we need more aggregate in it as there are too many fines. He wanted to be sure that the board was aware as there has been more rutting and slime than usual. We have used a lot of sand this year due to the weather conditions so that probably is contributing to the conditions as well.
- There's water perking out of the ground everywhere. Bill's been thinking about finding the right materials to us during mud season due to the trouble he's been seeing so far. He is thinking about trying out the ground up pavement product we used on Park and Pleasant View in a couple of places to see if that works.
- He will be working with the grader as spring approaches and things start to loosen up to keep the ruts down as much as possible.
- Bill expressed his continued appreciation for Joe and Richie. They've done a good job for us during storms, storm clean up, and vehicle maintenance.
- He asked that the board put out a notice on FPF regarding mud season travel and some tips to help keep the travel damage to a minimum.

OTHER HIGHWAY:

Winter Plowing & Winter Sand/Salt Status – discussed above.

TOWN LANDS - New Building Project – Next Steps:

Financing Options – In progress – The board spent some time discussing the next logical steps to move the financing piece forward. There are two realistic possibilities. Terry will reach out to each of those banks with the latest questions and to ask for a letter of commitment from each. With those letters in hand (spelling out all the details), the board would like to decide on financing, if possible, at the reorganization meeting on Thursday.

Site Prep Work & Other – There was a brief discussion on the draft contract we received from Naylor and Breen. The board would like the town attorney to review it and give an opinion. Robin will forward to Gary Kupferer to get that piece underway. Robin will also arrange to meet with Peter Stevenson to review the contract in more detail. They will present any suggested changes to the board once that is complete. Other board members should review the document as well so that they are prepared to weigh in on that discussion.

Two big steps to move us forward are in process.

Other Building Projects: MSVFD, MTS Library, 577 West Street site -

SOLID WASTE: SWAC Representative(s) appointment – terms begin April 15 – Terry spoke with Glen who is willing to be the SWAC representative, Terry is willing to be the alternate.

Patty moved to appoint Glen as the primary SWAC representative & Terry as alternate starting April 15, 2022. Terry 2nd. All in favor, motion carried.

Terry reported that we have received an offer for compost services from Brookside Services – Lauren & Jeremy Martelle. They would provide a larger container and pick up every week for a bit more money. Terry will present the details to Glen and get his feedback on a potential shift in providers.

CORRESPONDENCE:

- Overweight Permit – Markowski Excavating w/check & COI
 - Robin moved to approve the overweight fleet permit for Markowski Excavating, Terry 2nd. All in favor, motion carried.
- Hold Harmless Agreement – Carrara’s Rustproofing for 2022
 - Robin moved to approve the Hold Harmless Agreement with Carrara’s Rustproofing, Terry 2nd. All in favor, motion carried.
- People’s Bank – returned checks – both taken at transfer station, both the same maker. Total amount now due \$87. Glen is working on getting replacement payment.
- Invoice from Centerline Architects for Firehouse design services - Patty emailed Joe & Art Castel copies of the invoices and asked for approval/direction regarding submitting for payment from the reserve fund.

BOARD ORDERS: Act 78 and processing Payroll / Municipal Bills –

Terry moved to authorize Terry Redfield, Patty Kenyon, or Heather Grier to sign board orders and other approved board documents during the period of time that the board is meeting remotely. Robin 2nd. All in favor, motion carried.

LEGAL: AIA draft contract to be review by town attorney – Gary Kupferer.

OTHER LAWFUL BUSINESS:

Upcoming Meeting Schedule: (All via Zoom)

Special Meeting – Thursday, March 3, 2022, at 7pm – Elect Officers - Reorganization

Next Regular Meeting - Thursday, March 10, 2022, at 7pm

EXECUTIVE SESSION: (if necessary – Personnel Issues) –

Terry moved to go into Executive Session at 8:46pm to discuss personnel, Patty 2nd. All in favor, motion carried.

Terry moved to exit Executive Session at 9:13pm, Patty 2nd. All in favor motion carried.

Terry moved that steps to address a personnel issue have resulted in a mediation agreement and improved town procedures for documentation of material purchasing,

the board considers this matter closed. Robin 2nd. All in favor, motion carried.

ADJOURN: Patty moved to adjourn at 9:15pm, Robin 2nd. Meeting adjourned at 9:15pm.

Respectfully Submitted
Patty Kenyon, Clerk