

**Middletown Springs Selectboard • Approved Minutes
Regular Meeting • March 24, 2022
Hybrid Meeting – Start time 6pm**

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

TOWN OFFICERS PRESENT: At the town office: Jenny Talke Muniak – Treasurer at 6:45pm, Via Zoom: Sarah Grimm – Auditor, Bill Reed – Road Commissioner/Foreman at 6:50pm,

PUBLIC PRESENT: At the town office: Ron Masleh, Chris Lapierre – National Bank of Middlebury. Via Zoom - Peter & Aileen Stevenson

CALL TO ORDER: Heather called the meeting to order at 6:02pm

LOAN DOCUMENTS: Chris Lapierre – National Bank of Middlebury – Chris LaPierre – presented loan documents to the board. The board, the Town Clerk and the Treasurer signed the documents to close on the financing for the new town office.

APPROVAL OF MINUTES: March 10, 2022 Regular Meeting

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

EMERGENCY MANAGEMENT UPDATE: Herb Childress – Nothing tonight.

LEMP plan & Rutland Region Mutual Aid Agreement (May 1) – Terry reported that Herb has not finished his review and will let us know when he's ready. He is aware that this needs to happen prior to May 1.

PUBLIC COMMENTS & GUESTS:

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

Patty presented the current list of necessary appointments consisting of the Rutland Regional Planning Commission roles and town appointments expiring with the 2022 town meeting. She also reviewed the list of currently vacant town offices.

One vacant seat on the Planning Commission and one vacant seat on the Trustees of Louis Fund and other Public Monies.

The board will put out a call for interested parties for the vacant positions

Robin moved to appoint Hilary Solomon to be the town's representative to the Rutland Regional Planning Commission and Bill Reed to represent the town on the Rutland Regional Transportation Council. Patty 2nd. All in favor, motion carried.

Patty moved to reappoint current sitting appointees – same as 2022 except for

Conservation Commission which we'll work with current members to fill out.

Appointments are as follows:

Fence Viewer – Selectboard members 1 year

Tree Warden – Terry Redfield 1 year

Service Officer – Selectboard members 1 year

Animal Control Officer – Neil Russell 1 year

Emergency Management Director – Herb Childress 1 year

Copeland Milk Fund – Terry Redfield, Carl Haynes, Rodney Tarbell 1 year

Robin 2nd. All in favor, motion carried.

Conservation Commission has three seats up for reappointment. Patty will connect with Elizabeth Cooper to see if she is willing to continue and to help with filling the other expiring terms.

Town Policy Manual updates - Personnel and CMV Drug & Alcohol Policy – Patty reviewed her notes about proposed changes and the specific items that need input and determinations. Patty will send out the current updates and questions to the board, so they have a fresh document to work with. The board will revisit and consider adoption at the next meeting.

Public Works Mutual Aid Agreement (biennial review) and LEMP adoption (Local Emergency Management Plan) – discussed above.

TOWN HIGHWAY: Road Commissioner Report – Bill reported:

- Bill thinks we are in pretty good shape in terms of the mud right now.
- They have been continuing to thaw out culverts.
- He had a service request from Jim Platterer on Coy Hill Road – his mail couldn't be delivered. They fixed issue and the mailman is happy now.
- Bill broke an ear off the plow on Daisy Hollow Road – he reiterated the need to begin work on the project of fixing the problematic stretch of road. Patty had printed out the road inventory from RRPC which outlines our progress in bringing our roads up to standards. This problem area is a very high priority on that list.
- Patty received two service requests – Ouderkirk on Coy Hill & McGuire on Montvert Road – Bill had addressed the issue on Coy Hill and will work with the McGuire's to address their issue.
- Terry received a service request from Gordon Godfrey on Buxton Ave – our plow peeled sod off his lawn, he would like someone to fix that.
- Bill reported that Devon at RRPC missed the opportunity to reapply for the Haley Road grant.

Neil stated he would like to review with Bill at the next meeting the following invoices from Chet McClellan: Slip # 603 dated 9/16/2020, Slip # 636 dated 10/10/2020, Slip # 643 dated 11/17/2020. Patty will pull the old invoices out and make copies for Bill so he can review prior to the discussion.

Terry asked Bill to check in with Bobby about whether he is interested in maintaining the old cemetery this summer. Bill thinks he's interested but will confirm and let us know for sure at the next meeting.

Terry reported that he & Neil talked to Richie Miller last week to determine his interest in a permanent position with the town. He is going to think about it and weigh his options. He does have another part-time job coming up this summer. He will let us know what he decides.

OTHER HIGHWAY:

Winter Plowing & Winter Sand/Salt Status – Robin asked about salt & sand how is our supply holding up? Bill reported that we won't need to order more salt and that we have plenty of sand in our sand pile right now.

TOWN LANDS - New Building Project – In progress: Site Prep Work & Other interior decisions:

Robin updated the board on his latest project – possible soil remediation and soils and concrete testing. We do need to be prepared that we might need some remediation because the depth we need to excavate will be just below the safe level. Robin received and shared with the board pricing information from them and would like the board to approve Optimum as our testing company for the project. They are only viable company to do this testing. The company we used previously is no longer in business.

Optimum would come to the site to do soils testing and concrete testing as necessary. If mitigation is needed that would be done by a separate company. He has reached out to two companies that do that work and has asked that they provide us with pricing.

Robin also reported that in terms of the schedule it looks like probably July for actual construction happening. Tanner is looking at ways to optimize the preconstruction in order to accelerate the start date as much as possible.

Robin moved that the town engage Optimum as the soils and concrete testing company per the pricing schedule supplied, Neil 2nd. All in favor, motion carried.

Robin also reported that he would like the board to think about generating a list of potential local contractors that we can share with Naylor & Breen so that local people can be included in the bidding packages that go out during the project. Naylor & Breen would like to have that list by May 1, but we'd like to do that sooner. Robin will send a short list around to the board and committee that we can look at and add to, so we can get that going and over to Naylor & Breen.

Jenny presented a drawing outlining her specific office needs. The biggest addition is a transaction window located within the vestibule.

Peter reported that Geoff is going to be working on electrical and mechanical designs fairly soon. We might think about adding an automatic transfer switch for potential add on for a generator or back up power. The board agreed and Patty will add the transfer switch to the electrical plan she's working on with Ron.

Peter asked Robin to send an email to Geoff outlining the heating system and the changes to the treasurer's office configuration.

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

SOLID WASTE: Terry reminded the board that we will need to start thinking about Big Dump day work schedule and nail it down at the next meeting.

Terry also reminded us of the proposal we received from Brookside Services – to pick up compost. The new proposal included pick up every week at \$15 per week, our current service is \$50 a month for pick up every other week. The board asked Terry to reach out to our current provider to get an update on how things are going if he sees any changes in the near future.

CORRESPONDENCE:

- VASA West Rutland Landowners Permission slip for use of class 4 roads.

Terry moved to approve and sign the VASA class 4 road travel permission slip, Heather 2nd. All in favor, motion carried.

- Overweight Permits
 - Camp Precast – w/ Ck & COI
 - Champlain Valley Plumbing & Heating – w/ ck & COI

Terry moved to approve the overweight permits for Camp Precast and Champlain Valley Plumbing & Heating as presented, Heather 2nd. All in favor, motion carried.

- New Price list from Browns Quarried Slate Products (copy give to Bill)
- Volunteer Service Agreement w/ Peter Stevenson
 - Terry moved to approve and sign the Volunteer Service Agreement between the Town and Peter Stevenson to act as our on-site project volunteer, Neil 2nd. All in favor, motion carried.
- Post Card – VT Rural Fire Protection RE 2022 Grant Programs
- IRS notice CP152 RE form 8038G – Tax Exempt Bond – Confirmation of paperwork sent to IRS for the 2021 Red Freightliner. Given to treasurer for her files.
- Email from Dale Newton, Marshfield VT – Vermont Plants Sunflowers for Ukraine program – Patty will forward the email to Elizabeth Cooper to see if conservation commission is interested in participating.

BOARD ORDERS: Processing Payroll / Municipal Bills –

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

LEGAL: Nothing at this time.

OTHER LAWFUL BUSINESS:

The board had a brief discussion about returning to in-person meetings with Zoom capability for our next meeting. All agreed that in-person meetings were preferable and that we will continue zoom access for the foreseeable future.

Upcoming Meeting Schedule: (In Person w/Zoom access)

Next Regular Meeting - Thursday, April 14, 2022, at 7pm

EXECUTIVE SESSION: (if necessary – Personnel Issues) –

Heather moved to enter Executive Session at 8:18pm for legal issues, inviting the Delinquent Tax Collector and the Treasurer, Neil 2nd. All in favor, motion carried.

Heather moved to exit Executive Session at 8:33pm, Terry 2nd. All in favor, motion carried.

No action taken.

ADJOURN: Neil moved to adjourn at 8:34pm, Heather 2nd. Meeting adjourned at 8:34pm.

Respectfully Submitted
Patty Kenyon, Clerk