

Middletown Springs Selectboard • Approved Minutes
Regular Meeting • April 28, 2022
Start time 7pm

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

TOWN OFFICERS PRESENT: At the town office: Herb Childress – EMD, Hilary Solomon – Planning Commission. Via Zoom: Sarah Grimm – Auditor.

PUBLIC PRESENT: At the town office: no one Via Zoom - Peter & Aileen Stevenson, Kathye Reed.

CALL TO ORDER: Heather called the meeting to order at 7:04pm

APPROVAL OF MINUTES: April 14, 2022 Regular Meeting

Terry moved to approve the minutes of the April 14, 2022 meeting as presented, Heather 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE: Herb Childress – Herb shared a couple of recent items of interest:

- VT Extension putting on a tree warden school. Does the tree warden want to Herb to pass info on to him? Terry also received this information so is aware.
- VT Emergency Management sent out a notice about the upcoming transport of approximately 14000 honeybee hives coming to Vermont. They provided a specific set of instructions as to what to do if a truck full of honeybees overturns in your neighborhood. EMD is now aware.

LEMP plan & Rutland Region Mutual Aid Agreement (May 1) –

Herb informed the board of three items that need to be adopted.

1. LEMP (Local Emergency Management Plan) – Herb made updates according to the feedback he received and sent out that document to board members for final review. There were no further suggested edits.

Patty moved to adopt the 2022 LEMP (Local Emergency Management Plan) as presented, Robin 2nd. All in favor, motion carried. Heather signed. Herb will send out tomorrow morning.

2. Rutland Region Mutual Aid Agreement – This is provided by the Rutland Regional Planning Commission and there's no need for input or changes

Patty moved to approve the Rutland Region Mutual Aid Agreement as presented, Robin 2nd. All in favor, motion carried.

3. 2017 FEMA NIMS (National Incident Management System) – This is the current set of FEMA guidelines for responding to an emergency incident.

Robin moved to approve the FEMA NIMS (National Incident Management System)

as presented, Terry 2nd. All in favor, motion carried.

PUBLIC COMMENTS & GUESTS: Hilary had a few updates that are captured under Town Officers.

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

Hilary Solomon – Planning Commission – Came to talk to the board about renewing the Village Center Designation. She and Maynard have met with Ed Bove at RRPC to get guidance on how to complete the renewal. The renewal needs to be authorized by the Selectboard.

Board members asked questions about what this program covers and if there are any drawbacks for participating. There are no regulations associated with the program, it's a designation created to help downtown's promote downtown development and improvements and gives some priority for grants or other financial help to folks within the district. Examples that the originators were aiming for were potential grants for the new town office site, i.e. money for the parking lot if it offers commuter parking spaces.

Neil moved to authorize the Planning Commission to pursue renewal of the town's Village Center Designation, Robin 2nd. All in favor, motion carried.

Hilary then talked a bit about her work with the Conservation District - they have reps for the South Lake Watershed district and that program is moving forward.

Patty asked about stormwater management on the town office site. Hilary said we are not mandated to have a management plan, so what we do is up to us. Peter chimed in that Frank Parent has a rain garden built into plans for the site to proactively address runoff. Hilary offered the possibility of help with plantings and volunteer labor provided by the Conservation District.

Patty reported that she will be attending two trainings next week. On Wednesday – New Clerks Training in West Rutland and on Thursday in Killington – state tabulator training. She also ordered the new assistant computer today. ARPA required reporting will be done tomorrow with Jenny's help.

Town Policy Manual updates - Personnel and CMV Drug & Alcohol Policy – The board looked at the draft Personnel Policy last revised at the 4/14/22 board meeting. There remains one item that the board would like to revisit at some point soon, that being, vacation pay. Beyond that, the updates bring the policy in line with current practices and requirements.

Robin moved to adopt the Personnel Policy as revised on 4/14/22, Terry 2nd. All in favor, motion carried.

The board moved on to the CMV Drug & Alcohol Policy. There were a couple of unanswered questions on this revision,

1. Who pays for the testing when a second split specimen test is requested by an employee? After discussion the board approved the language provided that requires the employee to reimburse the town for that test.

2. In the event of a positive test, is the employee suspended with pay until protocols are completed or assigned non safety sensitive duties during that period? The board decided on the non safety sensitive duty model.

With those determinations,

Terry moved to approve the Middletown Springs CMV Drug & Alcohol Policy as revised on 4/14/22 and 4/28/22, Heather 2nd. All in favor, motion carried.

ARPA Funds – The board entertained a brief discussion on how the process for decision making and what projects could potentially be paid for with these funds.

A short list of ideas includes land record digitization, town office construction or add ons i.e. solar panels, town garage, library ADA upgrades.

Robin talked about an overview of ARPA funds he read in the Tales of Tinmouth by Cathy Reynolds. There was some good information in that article we might find useful. Robin will send article for everyone.

TOWN HIGHWAY: Road Commissioner Report – written report from Bill Reed

- Lots of Admin
- Spot Grading
- Cleaning under guardrails
- Recovering shoulder materials
- Prep roads for grading
- Fill potholes
- Ditching
- Cleaning up debris
- Gravel in some areas
- Equipment maintenance
- Waiting to hear from Dubois & King re: Daisy Hollow project
- Richie will work Big Dump day
- See Attachments
 - Annual Stormwater permit fee due by June 1
 - Paving grant application for West St denied
 - Updated report from Steffanie at RRPC re: road segments
 - Grants in Aid Scoping Summary for summer work – award \$9,400
 - Orchard Road - 1 segment
 - Daisy Hollow Rd – 3 segments

Additionally, Terry reported that they've done a few specific sections, Buxton Avenue at both ends. Coy Hill Road, spot grading and recovering shoulder material and re-grading.

Terry reported that the service request from Linda Moyer has been completed and the request from McGuires on Montvert Ave is in the works. The town will put in a culvert that the landowner will pay for, then the resident will have their contractor finish up the driveway dressing etc.

Other Town Highway

None

TOWN LANDS - New Building Project – In progress: Peter noted a couple of things on the list that need to happen. The board needs to put together a list of contractors for Naylor & Breen to send potential bid inquiries to. Robin will begin the list and circulate it out to the board for additions and comment.

Peter asked if we have received an updated contract from Naylor & Breen. Robin stated he has not heard back from Naylor and Breen on the contract yet. He will reach out again this week.

Peter also asked if we had any word from Geoff regarding the mechanical & electrical drawings. Again, no. Peter will nudge Geoff.

Peter reported that he & Aileen sent Thank you notes to Taran Brothers for the slate donation. A personal note and a note that Robin signed for the town.

Peter is working on getting estimates for the well pump and holding tank with Parker Water Wells and the water treatment system from Eugene Williams.

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

SOLID WASTE: Glen has ordered 4 containers for Big Dump Day.

Terry will check on them next week to make sure they come in on time and we get everything when we want it.

Terry also noted that the last two big dump days the metal dumpster hasn't been separated out on the invoices. Terry will ask them again and then try to follow up when the next bills come in to make sure we are not charged for metal this time.

He also asked if we want to think about doing our own metal hauling? Neil will check with a couple of people to see if there might be some interest outside of Hubbards to save some more money.

Terry reported on Music Mountain Compost, he talked to Zach to see how things were going and if he was still happy and willing to keep us on his route. Zach has other customers in the area and is committed to us as we were one of his first commercial accounts. Recently he did raise his rates for households but kept them the same for the commercial accounts. At this time, the board sees no benefit to changing providers.

Neil reminded the board that this Saturday is Household Hazardous Waste day for SWAC residents. Happens at the Rutland Town transfer station.

Big Dump Day: May 14, 2022 – Second Saturday – Terry reported that he has workers lined up for the most part. Richie will run the backhoe, Herb will work fort dumpster, Terry and Patty will also work, others are encouraged to work if they can.

CORRESPONDENCE:

No correspondence.

BOARD ORDERS: Processing Payroll / Municipal Bills –

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

LEGAL: none

OTHER LAWFUL BUSINESS: None

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

Next Regular Meeting - Thursday, May 12, 2022, at 7pm

EXECUTIVE SESSION: (if necessary) – None

ADJOURN: Heather moved to adjourn at 8:39pm, Terry 2nd. Meeting adjourned at 8:39pm.

Respectfully Submitted
Patty Kenyon, Clerk