

**Middletown Springs Selectboard • Approved Minutes**  
**Regular Meeting • May 12, 2022**  
**Start time 7pm**

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

**TOWN OFFICERS PRESENT:** At the town office: no one. Via Zoom: Deb House – Delinquent Tax Collector.

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

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

**APPROVAL OF MINUTES:** April 28, 2022 Regular Meeting

Terry moved to approve the minutes of the April 28, 2022 meeting as presented, Heather 2<sup>nd</sup>. All in favor, motion carried.

**EMERGENCY MANAGEMENT UPDATE: Herb Childress** – nothing from Herb tonight.

**PUBLIC COMMENTS & GUESTS:** Nothing tonight.

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

Patty reported on recent activities – attended New Clerk Training and Tabulator Training last week. Asked the board to review current dog ordinance for further discussion next meeting regarding procedures for unlicensed dogs. New laptop for use by office assistants came in today.

**Discussion on ARPA Funds** – The board discussed setting up a process for determining how to spend ARPA funds. The board agreed that once we have developed a list of potential projects, we would hold a special meeting to gather input from the community at large.

Delinquent Tax Collector – Deb House reported to the board that we have a tax sale scheduled for one week from today, May 19<sup>th</sup> at 2pm. She asked the board to make a motion to allow the Selectboard Chair (Heather Grier) or the Selectboard Clerk (Patty Kenyon) to bid the minimum bid on the property up for sale on behalf of the town if there are no other bidders at the sale.

Terry moved to authorize the Selectboard Chair or the Selectboard Clerk to bid the minimum bid (delinquent taxes and expenses) on behalf of the town at the tax sale scheduled for May 19 at 2pm should no other bids come in on the property. Robin 2<sup>nd</sup>. All in favor, motion carried.

Deb also reported that the delinquent tax list is in good shape, and she has been consistently whittling down the amount outstanding through payment plans.

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

- Prepping roads for grading
- Recovering shoulder gravel
- Removing debris
- Ditching
- Adding gravel in some areas
- Grading roads
- Filling potholes
- Equipment maintenance
- Admin – quotes for backhoe repairs – dig safe – Dubois & King quote – going over end of year budget for scheduling projects.

Any questions or concerns please submit in writing and Bill will respond accordingly.

**Other Town Highway** – Robin asked about roadside mowing – do we have it scheduled? Yes, we do, 2<sup>nd</sup> week in July.

## **TOWN LANDS - New Building Project – In progress:**

Peter reported on town lands – he talked to Tanner Romano at Naylor & Breen this morning and gave us the current status of all the balls in the air. There are a few things we need to be aware of.

- Drawings are in from Geoff – Naylor & Breen are ready to put the project out to bid based on the drawings. They would like the okay from the SB.

By consensus the board is ready to move forward.

- Naylor & Breen is working on the first part of the construction contract, this will need to be voted on ASAP once it's ready, so we may need a special meeting to get that done.
- Fire Safety permit application is ready to go, it needs to be signed and the board needs a special board order so it can go out this week. Let Peter know when that's ready and he'll hand deliver it.
- Do we have a list of local contractors we want bid packages sent to? That task has been difficult to accomplish – after discussion the board agreed that the best approach is to take the information Naylor & Breen puts out in the bid advertisement and post that in multiple places around town as well as on Front Porch Forum so that folks who may not be on Naylor & Breen's internal bid list can contact them directly for the information.
- The board needs to make sure they line up a Builder's Risk insurance policy for when construction starts. Patty reported that she had talked to VLCT/PACIF about this and they can quote insurance but advised that their rates are not always the best rates for a project and that municipalities can often get better rates directly through their construction management firm. Robin will check in with Naylor & Breen on that insurance and report back on his findings. Patty will

connect with VLCT/PACIF to compare pricing and coverage once Robin has more information.

- Wastewater permit is in hand via email today. Patty will print and record in the land records tomorrow.
- We also have a Permit to proceed with the environmental work. Johanna at Atlas Environmental indicated we could dig down 4 to 4.5 feet without oversight, once we're there we should stop and wait for them to be on hand to go to the next level.

Robin added that we received a quote from Parker Water Wells to complete the well system to the building – quoted price is \$4320 .

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

**SOLID WASTE: Big Dump Day:** May 14, 2022 – Neil got us a metal container from Clarence Ritchie dropped at the site to take metal in trade for the hauling – no cost to us. Hubbard's is scheduled to drop 4 containers tomorrow at the site.

Terry asked that we try to get the weight of the metal from Mr. Ritchie so he has those numbers to report to SWAC in our yearly reporting.

#### **CORRESPONDENCE:**

- Letter from Bill Reed requesting copies of documents pertaining to last year's mediation & interim highway agreements. Between Terry and Patty, we'll find the original documents and get copies to Bill.
- Promotional Mail
  - VT Local Roads Assistance Program
  - VLCT – Benefits promo
  - VLCT – Regulating Cannabis Webinar

#### **BOARD ORDERS: Processing Payroll / Municipal Bills –**

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

Terry moved to approve a special board order for the Fire Safety Permit with the Department of Public Safety in the amount of \$7259.66, Heather 2<sup>nd</sup>. All in favor, motion carried.

**LEGAL:** none

#### **OTHER LAWFUL BUSINESS:**

**Memorial Day Parade Update:** Sunday May 29 at 3pm – line up at 2pm. The theme is Patriotism Through Sacrifice. The Selectboard is welcome to participate.

Terry will fill out necessary paperwork for permits with VTrans, the Sheriff's office has

been contacted to help with traffic control. Terry is working with the committee to make sure we have all the necessary parts and pieces in place for a successful event.

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

**Next Regular Meeting** - Thursday, May 26, 2022, at 7pm

**EXECUTIVE SESSION: (if necessary)** – None

**ADJOURN:** Robin moved to adjourn at 8:21pm, Terry 2<sup>nd</sup>. Meeting adjourned at 8:21pm.

Respectfully Submitted  
Patty Kenyon, Clerk