

**Middletown Springs Selectboard • Approved Minutes
Regular Meeting • December 8, 2022
Start time 7pm**

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

TOWN OFFICERS PRESENT: At the town office: Bill Reed - Road Commissioner/Foreman. Via Zoom: Herb Childress – EMD, Sarah Grimm – Auditor at 7:07pm

PUBLIC PRESENT: At the town office: Joe Gunter. Via Zoom: Peter & Aileen Stevenson.

CALL TO ORDER: Heather called the meeting to order at 7:00pm

APPROVAL OF MINUTES: November 22, 2022 Regular Meeting

Robin moved to approve the minutes of the November 22, 2022 regular meeting as presented, Terry 2nd. All in favor, motion carried.

EMERGENCY MANAGEMENT UPDATE:

PUBLIC COMMENTS & GUESTS: Joe Gunter came to tell us about his new roadside mowing business. He bought a used machine to help out Fair Haven because they were having trouble with rentals and the prices were really high. He wanted to be sure Middletown knew about this opportunity right here in town. The board had heard about this and were planning to reserve the machine for two weeks this summer. There was a discussion about what weeks we'd like it and the terms of the contract. Joe will get us the contract information and get us in his schedule for summer of 2023.

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

Patty reported that she received on Town Report Proposal from Steve Harrington. Beth did not choose to submit this year. Steve also provided examples of his work and his resume. Total cost not to exceed \$1883.98.

Robin moved to accept Steve Harrington's proposal to layout and produce the 2023 Annual Town Report at a cost not to exceed \$1883.98, Neil 2nd. All in favor, motion carried. Patty will let Steve know.

TOWN HIGHWAY: Other Town Highway: Herb updated the board on his progress on TAP grant. In his investigation he discovered that VTRANS doesn't believe our project would fit this grant program. Since receiving that communication Herb has looked into a couple other possible options – Better Road program or Hazard Control & Environmental Mitigation grant program – that funds 90/10. The Hazard Mitigation grant is a better overall grant in terms of it's match and in terms of the amount of money you could apply for. Application for that grant is not due until February. Herb will reach out to the folks overseeing this grant to see if they believe our project could be a fit for their program. Meanwhile we should continue to pursue the survey portion of the project with

the money we have in our current budgeting cycle.

Herb also mentioned one other thing to put on the table – so many other towns are applying for grants for salt sheds and garages right now that there is some really good information circulating about costs and sizing and building types, etc. He will keep this stuff on his radar as we move forward so that we have a base to work from when we get to the point of looking at those projects.

Road Commissioner Report – Bill Reed

- Dealing with a lot of water issues – private drives dumping water onto roadways – ditches are so wet and so full; it's been a nuisance.
- Lots of equipment maintenance has been getting done since we have both Joe & Richie on board for the winter.
- Still dealing with missing street signs and so forth.
- There's some trash to get rid of from the garage – is there a chance to put some of our trash into the dumpster at the corner property before it leaves the site? – Peter will check in with the project manager and get back to Bill with the answer.
- Bill also mentioned that there is one class 4 road that is on our connected segments map that is basically a private driveway. That road was never thrown up. He's looking ahead to state mandated full compliance on connected segments and thinks the board should have this on their radar as a possible road to discontinue. The work that needs to be done to bring the segment up to code would be extensive and expensive. The board will keep this in mind as we plan ahead.

TOWN LANDS - New Building Project – In progress

Patty reported a couple of things:

- Naylor & Breen 1st Invoice - \$36,563.01 – needs to be approved for sending to the Bank of Middlebury for loan draw.
 - Terry moved to approve the Naylor & Breen invoice in the amount of \$36,563.01 to be paid from the Bank of Middlebury, Heather 2nd. All in favor, motion carried.
 - Patty will send the invoice to Heather. Heather will send to the bank for payment and will get clarification from the bank on how the payment will be disbursed, to the town or directly to Naylor & Breen.
- Estimate for Builder's Risk Insurance from Naylor & Breen - \$3,214.00 – needs to be approved and then we need to let Naylor & Breen know so that they can get this in place.
 - Terry moved to accept the proposal for Builder's Risk insurance at \$3,214.00, Robin 2nd. All in favor, motion carried.

Peter provided the board with an updated schedule for the next two weeks – final bits of work before buttoning up the site for winter. There was a brief discussion on some details - what exactly will happen and when. Also, Parker Water Wells came in today to do their prep work for the well connections to the building. Naylor & Breen will be panelizing walls over the winter so that they will be ready to be set in the spring.

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

SOLID WASTE: Nothing.

CORRESPONDENCE:

- Appropriation Requests for town meeting 2023:
 - BROCC Community Action \$200 – same as LY
- 2022 VLCT Compensation & Benefits Report
- Robin reported that he received an email from Terry Williams from the Poultney Selectboard regarding cows in the Poultney River. The concern was brought to Poultney Selectboard, but the property is in Middletown, so he wanted to pass it on to us. The board had a brief discussion about how to address a concern like this. The town has no authority or mechanisms for addressing water quality and agricultural concerns. Robin will reach out to the party who raised the concerns with our determination.

BOARD ORDERS: Processing Payroll / Municipal Bills –

Terry moved to approve board orders as presented, Robin 2nd. Ayes - Robin, Terry, Patty, Heather. Abstain – Neil. Motion carried.

LEGAL: Nothing

OTHER LAWFUL BUSINESS – ARPA Funds – Patty urged the board to make some time to seriously begin outlining the process to allocate and disburse ARPA funds. There are projects waiting in the wings for our next steps, some with deadlines for matching funds commitments, etc. The board agreed to add this discussion to the Budget meeting on the 15th in the hopes of creating some structure for us to follow.

Library Appointment – Kristal Hier emailed asking the board to appoint Sean Ruck to their vacant Library board seat until town meeting 2023. Sean is taking the seat vacated by Kelley Beckwith earlier this year.

Patty moved to appoint Sean Ruck to fill the vacant Library Trustee seat until Town Meeting 2023, Terry 2nd. All in favor, motion carried. Patty will let Kristal know.

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

2023 Budget Meeting: Thursday, December 15, 2022 at 7pm – Patty will get materials ready and send out early next week.

Next Regular Meeting – Thursday, December 22, 2022, at 7pm

EXECUTIVE SESSION: (if necessary) – Terry moved to enter ES for personnel at 8:51pm inviting Bill Reed, Patty 2nd. All in favor, motion carried.

Terry moved to exit Executive Session at 8:55pm, Patty 2nd. All in favor, motion carried.

No action was taken.

ADJOURN: Patty moved to adjourn at 9:00pm, Terry 2nd. Meeting adjourned at 9:00pm.

Respectfully Submitted
Patty Kenyon, Clerk