

**Middletown Springs Selectboard & Liquor Control Board**  
**Approved Minutes**  
**Regular Meeting • April 13, 2023**  
**Start time 7pm**

**BOARD PRESENT:** At the town office: Patty Kenyon, Herb Childress, Terry Redfield, Peter Stevenson. Via Zoom: none

**TOWN OFFICERS PRESENT:** At the town office: Bill Reed - Road Foreman/Road Commissioner Via Zoom: Sarah Grimm – Auditor, Elizabeth Cooper – Conservation Commission, Kristal Hier – Library Trustee.

**PUBLIC PRESENT:** At the town office: None. Via Zoom: None

**LIQUOR CONTROL BOARD MEETING**

**CALL TO ORDER:** Herb called the meeting to order at 7:01pm

**REVIEW APPLICATIONS:** Second Class Liquor License, Tobacco License with Tobacco Substitute Endorsement for Crossman’s General Store LLC, for possible LCB approval.

Terry moved to approve all licenses for Crossman’s General Store – Second Class Liquor License, Tobacco License & Tobacco Substitute Endorsement, Peter 2<sup>nd</sup>. All in favor, motion carried.

**ADJOURN LCB:** The Liquor Control Board Adjourned at 7:04 pm

**REGULAR SELECTBOARD MEETING**

**CALL TO ORDER:** Herb called the meeting to order at 7:05pm

**APPROVAL OF MINUTES:**

- a) Selectboard Regular Meeting March 23, 2023

Terry moved to approve the regular meeting minutes of March 23, 2023 as presented, Herb 2<sup>nd</sup>. All in favor, motion carried.

**PUBLIC COMMENTS / GUESTS:** None.

**TOWN OFFICERS REPORTS – Town Clerk | Treasurer | DTC | Auditors | Listers | EMD: LEMP/Mutual Aid | Library: Board Appointment | Trustees of Funds | Planning Commission | Other: Henderson Fund Scholarships**

Town Clerk – currently working on ARPA funds reporting, other items of interest will be covered in later sections of the agenda.

Herb reported that the Henderson Fund has awarded two scholarships – it's the first time in a few years that scholarships have been awarded. Scholarships went to Ellis Freilich and Anna Mathewson.

Kristal – Library – reported that they nominated Maureen McCormack to fill their vacant seat and they continue to work on their ongoing projects.

Elizabeth – Conservation Commission – Came to talk about Green Up Day on Saturday, May 6. She wanted to confirm protocols for trash drop off and pick up options.

### **Appointments –**

- Terry reported that Carl is not able to be the health officer this time. Herb will put a call out for potential volunteers. This is a state appointed 3 year term.
- RRPC Transportation Advisory Committee
  - Patty moved to appoint Bill as our representative to RRPC Transportation Advisory Committee and Terry as alternate, Herb 2<sup>nd</sup>. All in favor, motion carried.
- Herb moved to name Terry Redfield, Carl Haynes, & Chris Fenton, to the Copeland Milk Fund board for the coming year, Peter 2<sup>nd</sup>. All in favor motion carried. These appointments are in addition to the elected town representative.
- Terry moved to appoint James Reed as VT Forest Fire Warden for the next 5 years, Peter 2<sup>nd</sup>. All in favor, motion carried. This is a Vermont Forest Fire appointment lasting 5 years.
- Terry moved to appoint James Reed to be Animal Control officer for the next year, Herb 2<sup>nd</sup>. All in favor, motion carried.
- Herb moved to appoint Maureen McCormack to the Library board's vacant seat through town meeting 2024, Peter 2<sup>nd</sup>. All in favor, motion carried.

**LEMP / Public Works Mutual Aid Agreement / NIMS Standards** – Herb reviewed the Public Works Mutual Aid Agreement and the National Incident Management Standards with the board. There are no changes or input we can make for these documents so a simple accept or deny is in order on that.

Regarding the LEMP there were a few corrections and a couple of things to confirm in terms of information and situational changes. Herb will work on those and will accept more input via email or phone prior to our next meeting at which time we need to adopt the plan.

Terry moved to adopt the NIMS Standards (National Incident Management) & Public Works Mutual aid agreement as presented, Peter 2<sup>nd</sup>. All in favor, motion carried.

### **TOWN HIGHWAYS**

#### **a) Road Commissioner Report**

- Working on cleaning up the road edges
  - Putting gravel into the rough spots
- There was some discussion on techniques and practices that might help in future years to mitigate the amount of damage we've seen this year, as we expect the current winter weather trends to continue.

- Complaint about Dayton Hill Road in Wells (Middletown Springs resident – having access only from the town of Wells) – the board discussed the complaint, the town’s responsibility per the town boundary agreement and how to address this type of complaint in the future. Patty will follow up with the Middletown resident and provide the agreement that states that section of road is the responsibility of the town of Wells.

**b) Update on Spruce Knob Road Complaint** – The board listened to Sarah’s suggestions for plowing the section of road beyond the Fenton Farm. There was a detailed discussion about future options as well as the town’s limitations and responsibilities to maintain and clear that road and all roads in town. The discussion included other special plowing agreements we are currently employing and what makes those situations different than Spruce Knob.

It became clear that the board needs to review the road policy to see if there are changes needed and clarifications to be made to make things clearer and avoid confusion and frustration.

For Sarah’s exact problem, there was also some discussion about specific work that could and should be done on the road near her house to reduce water pooling and improve water shedding as well as lawn damage – specifically building up and crowning the road which should reduce the damage to the roadsides. The board will look at the budget and try to find the funds to get this work done before the end of this fiscal year.

**c) Other Highway Information and Concerns:** None

## **TOWN LANDS**

**a) Town Office Construction Update:** Peter reported that we had a kick off meeting with Leo at Naylor & Breen on Wednesday. We went over the schedule of work – start date is set for May 8. The first items to be done are the under-slab utility runs – both electrical and plumbing. Peter says we are in good shape to move fairly quickly and stay on schedule, wall panels are ready to go, trusses are ready, so once the slab is poured it will start to make progress pretty quickly. There will be a meeting with VTrans soon to go over the driveway cuts, the sidewalk and potential drainage issues.

**b) Other Town Lands and Facilities:** Herb brought up the list of other projects we should begin to concentrate on now that the town office project is nearing completion. Do we want to begin talking about this now at board meetings or put together a separate group to start these discussions? Board members agreed that a separate meeting on a designated day would be best so we can fully concentrate and begin to work through the next steps to move things forward. Herb will reach out with possible dates to have a dedicated meeting.

Herb posed the question about the Old Cemetery and this summer’s maintenance. Terry agreed to meet with Bobby to gage his interest for this coming season and ask if he would be willing to work with us to train and supervise a contractor to do the regular

maintenance for the future. The board is willing to help put together a volunteer crew to do the initial spring clean up to lighten the load for Bobby and any other potential workers.

**SOLID WASTE:** Large Dumpster Day, May 13, 2023. Terry is working on staffing. Peter is willing to work the day, Herb will man the transfer station, Patty will take money, Terry's granddaughter has expressed interest, Bill will ask Richie if he is interested in the extra time, if not, Bill will work it. Posters are up around town, notices have been published, things are moving along nicely.

## **CORRESPONDENCE**

- Approval of fleet overweight permit applications
  - Fuller Sand & Gravel – w/ck & COI
  - Consolidated Communications – w/ck & COI
  - Camp Precast – w/ck & COI
  - Beacon Sales Acquisitions – w/ck & COI
  - Steve Newton Forestry – w/ck & COI
  - Lake Champlain Coal Co – w/ck & COI
  - Amerigas – w/ck & COI

Terry moved to approve overweight permits for Fuller Sand & Gravel, Consolidated Communications, Camp Precast, Beacon Sales Acquisitions, Steve Newton Forestry, Lake Champlain Coal Co and Amerigas, Herb 2<sup>nd</sup>. All in favor, motion carried.

- Hold Harmless Agreement – Carrara Rust Proofing  
Patty moved to approve the Hold Harmless Agreement for Carrara Rust Proofing, Terry 2<sup>nd</sup>. All in favor, motion carried.
- Dept of Health – Health Officer Recommendation paperwork – talked about previously -
- VT Dept of Taxes –CLA/COD & Equalized Property Value appeal results and Stipulation Agreement. There were no changes made as a result of the appeal. The board needs to approve, sign and return the agreement.  
Patty moved to sign the VT Department of Taxes Stipulation Agreement, Peter 2<sup>nd</sup>. All in favor, motion carried.
- VT DEC – Dam Registration Information letter. DEC is moving to an online renewal process. Patty will talk to Jenny about how to pay online moving forward.
- Letter from CMAG Consulting – offering grant writing services.
- VLCT – Member Guide Flyers for Selectboard members.

## **FINANCIAL APPROVALS**

### **a) Board Orders**

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

**LEGAL:** none

**OTHER BUSINESS:** None

**EXECUTIVE SESSION (If necessary):** None

**ADJOURN:** Peter moved to adjourn at 9:20pm, Patty 2<sup>nd</sup>. Meeting adjourned at 9:20pm

Respectfully Submitted  
Patty Kenyon, Clerk

**Next Regular Meeting – 7PM Thursday, April 27, 2023**