

**Middletown Springs Selectboard
Approved Minutes
Regular Meeting • April 27, 2023
Start time 7pm**

BOARD PRESENT: At the town office: Patty Kenyon, Herb Childress, Terry Redfield, Peter Stevenson. Via Zoom: Robin Chesnut-Tangerman.

TOWN OFFICERS PRESENT: At the town office: Bill Reed - Road Foreman/Road Commissioner at 8:20pm. Via Zoom: Sarah Grimm – Auditor, Kristal Hier – Library Trustee.

PUBLIC PRESENT: At the town office: None. Via Zoom: Clay Fowler

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

APPROVAL OF MINUTES:

- a) Selectboard Regular Meeting April 13, 2023

Terry moved to approve the regular meeting minutes of April 13, 2023 as presented, Peter 2nd. Ayes – Patty, Peter, Herb, Terry. Abstain: Robin. Motion carried.

PUBLIC COMMENTS / GUESTS: Clay Fowler joined by zoom to talk about concerns on Coy Hill Road. This year's damage seems excessive to him. He has significant road frontage to clean up and the cost for clean up this year is estimated to be near \$2000. Clay feels that our plow truck is too big for some parts of the road and would like the road crew to take a little more care with some of these parts of roads.

The board agreed that damage this year was an issue due in large part to the specific winter conditions and the March snowstorms arriving in the midst of mud season. The board is also aware that these types of conditions are likely to continue or get worse as we face increased effects of climate change. The board intends to work on updating winter road policies and confer with neighboring road experts on how they plan to respond to the changing conditions in order to minimize road and roadside damage.

The board thanked Clay for coming and sharing his concerns, Clay thanked the board for their work on behalf of the town.

TOWN OFFICERS REPORTS – Town Clerk | Treasurer | DTC | Auditors | Listers | EMD: LEMP Adoption | Library | Trustees of Funds | Planning Commission | Other: Health Officer

Town Clerk – Patty reported that she & Meredith are attending an all-day clerk's training next Thursday, May 4. She also gave a brief update on the digitization project and the progress they've made – currently we have land records scanned in from the current book, 72, back through book 53, as well as book 34 & 35. A digital index of records from book 34 through 72 is also complete.

Delinquent Tax Collector – Patty shared a copy of the latest Delinquent Tax Report with the board noting the tremendous amount of progress Deb has made over the last two years in cleaning up some large delinquencies. Currently our delinquent tax burden is the lowest we've seen in many, many years.

Library Update – Kristal reported that the board has met with their architect to go over some preliminary drawings. Peter attended that meeting to help advise the board and lend his expertise. The architect will now take their feedback and rework the drawings. She also reported that Frank Parent of Long Trail Engineering is finalizing his site plan and we should be seeing documents from him in the near future.

Additionally, the board has been in contact with the Catholic diocese regarding the possibility of acquiring the now shuttered St. Annes church building. The church seems open to the idea of a library moving into that space, so that could present another alternative to increasing the library space.

The board expressed their appreciation for the huge amount of work the library is putting into this project.

EMD – Herb reported that he attended EMD training last week, and they have planned a county wide local emergency drill. They are hoping the drill will help to solidify the relationships between partners so in the event of an emergency we don't fall on our face as happened last winter in Chittenden County.

LEMP Adoption: Herb presented the updated LEMP for adoption, there were a couple of clarifications and amendments, i.e., adding an additional local trucking contractor, and capturing the most up to date Health Officer information. Herb will make those adjustments and once approved with those amendments will get the paperwork filed the RRPC.

Terry moved to approve the Local Emergency Management Plan (LEMP) as amended, Peter 2nd. All in favor, motion carried.

Health Officer: Herb reported that Laura Derrendinger has stepped up and is willing to take on the role of town Health Officer, she has experience working as a public health nurse.

Herb nominated Laura Derrendinger to be town's Health Officer from May 1, 2023 to April 30, 2026, Robin 2nd. All in favor, motion carried.

Herb will fill out paperwork and get it to the Department of Health tomorrow.

Planning Commission – Herb reported a conversation he had with Hilary Solomon & Laura Derrendinger regarding the Planning Commission. Hilary wants to step down from the Commission and Laura is willing to be appointed. The board is fine with this change, but needs an official resignation from Hilary, in order to be able to appoint a new member to fill her seat.

Herb will reach out to the Planning Commission and let them know the process.

TOWN HIGHWAYS

- a) Road Commissioner Report** – postponed until Bill arrived at the meeting at 8:20pm.
 - Working on getting ready to start grading roads.
 - Areas of concern on the last part of 140
 - Area of concern for the Coy Hill / West Street bridge – Josh Carvajal is going to do some research to see how we might address the issues.
 - Looking at the end of year budget to see where we can spend effectively prior to year-end.
 - Estimate from the Fire Department for electrical installation off the salt shed. Just under \$2000.
- b) Summer work plan & schedules** – not addressed.
- c) Other Highway Information and Concerns:** Patty presented the Highway Annual Financial Plan paperwork to be approved and signed. The deadline for submission was April 15.

Terry moved to approve the Town Highway Annual Financial Plan for FY2024 as presented, Peter 2nd. All in favor, motion carried.

TOWN LANDS

- a) Town Office Construction Update:** Construction is scheduled to start on May 8. We expect to be on schedule at this point in time.
- b) Other Town Lands and Facilities:** Herb thanked Patty & Terry for their work cleaning up the Old Cemetery last Saturday. Terry & Patty reported that it should be ready for regular mowing and maintenance. Terry will reach out to Bobby and let him know he can start anytime.

Grant proposal for Town-wide facilities planning - <https://bgs.vermont.gov/municipal-energy-resilience-program>

Patty attended the State Building & General Services webinar on the MERP grant program. There are three tiers to this program starting with the mini grants of \$4000 targeting for energy and resilience planning. The state encouraged all municipalities to apply for the mini grant as there is enough money in that pool to cover every town in the state. Herb plans to put a proposal together to present to the board at our next meeting. Our focus will be facilities master planning.

Herb reported that he's been made aware of an issue with the fence at the transfer station. A couple of board members should go take a look and see what we need to do to address the issue.

SOLID WASTE: Large Waste Day planning, May 13, 2023. Terry feels we're in good shape and will be ready to go. Glen is going to order the containers; the metal container has been ordered and workers lined up.

Green up day is Saturday, May 6 – the Conservation Commission is spearheading that effort.

CORRESPONDENCE:

- Overweight Permit – Sargent Concrete – no app enclosed, ck & COI – cannot be approved until paperwork is complete. Patty has left a message and hopes to have this ready for the next meeting.
- Resume dropped at town garage – Jacob Wilcox - interested in a municipal highway position. The board had a brief discussion about planning for Bill's retirement next year and strategies we might employ to make the transition easier. Herb will reach out to Jacob to get a sense of his experience.
- Signed Redetermination letter from VT Dept of Taxes. This issue is now officially completed.

FINANCIAL APPROVALS

a) Board Orders

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

LEGAL: none

OTHER BUSINESS: Terry presented the AOT Parade permit for the board to sign. Herb & Terry signed the permit, Patty and Terry will make sure it gets to the appropriate people so the parade can go on.

Terry reported that he along with the school's 5th & 6th graders cleaned up Pleasant View Cemetery this week. The kids, once again, did a fine job. It's an important tradition and provides a great lesson in stewardship for the school kids.

EXECUTIVE SESSION (If necessary): None.

ADJOURN: Peter moved to adjourn at 8:41pm, Robin 2nd. Meeting adjourned at 8:41pm

Respectfully Submitted
Patty Kenyon, Clerk

Next Regular Meeting – 7PM Thursday, May 11, 2023