

Middletown Springs Selectboard
Approved Minutes
Regular Meeting • July 13, 2023
Start time 7pm

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

TOWN OFFICERS PRESENT: At the town office: Bill Reed - Road Commissioner/Road Foreman at 7:05pm. Via Zoom: Sarah Grimm – Auditor.

PUBLIC PRESENT: At the town office: Kasey & Grieg Costantino, Chris Baird. Via Zoom: None.

CALL TO ORDER: Herb called the meeting to order at 7:02pm

APPROVAL OF MINUTES:

- a) Regular Meeting June 22, 2023

Robin moved to approve the minutes of June 22, 2023, regular meeting as presented, Peter 2nd. All in favor, motion carried.

Agenda modified and streamlined in deference to the impending storms – taking people in the room and then moving on to regular business.

PUBLIC COMMENTS / GUESTS: Chris Baird – Herb introduced Chris who lives in town and is currently working in Emergency Management at Rutland Hospital. Chris has had extensive training and experience in Emergency Management and continues to train and gain certifications. He has offered to work with Herb to help with Emergency Management duties and be more involved in our local management efforts. Herb and the board are exceedingly grateful for Chris's offer to share his time and expertise. We are lucky to have such an experience resource in our community.

Grieg & Kasey Costantino are the new owners of 18 North Street under the name of Dot Reed LLC. They presented a new lease for the town's rental of the 18 North Street property. The lease amount increased to \$300 per month (was \$200). The board reviewed the lease, same language as the previous lease with the name change and monthly rent change. Robin asked about the cancellation clause – which gives 30-day notice only – is that sufficient to practically move out of the space? Grieg suggested a term of 90 days, the board agreed that was more practical and adjusted the lease accordingly.

Patty moved to enter into a lease with Dot Reed LLC including the amended cancellation terms, Peter 2nd. All in favor, motion carried.

Grieg also wanted to let the town know that they are open to adding some sort of building/shelter on site if the board might want to explore that in the future. The board will keep that idea in mind as we continue to plan for future facilities needs.

TOWN OFFICERS REPORTS – Traffic & Pedestrian Safety Task Force | Town Clerk | Treasurer | DTC | Auditors | Listers | EMD | Library | Trustees of Funds | Planning Commission | Other

Town Clerk –

- **Update on planning for physical move to new office** – Patty reported that she went to visit Dorset and Manchester town offices to view their vaults and their shelving and map holder systems. It was a valuable trip. She's been working on gathering pricing on vault outfitting and will report more in depth at the next meeting.

BCA Meeting just completed – no news to report.

Traffic & Pedestrian Safety Task Force: Herb updated the board on the meeting that happened last week. Patty reminded him that this committee needs to post agendas and submit minutes.

EMD – Herb updated the board on this past week's storm damage around the state and his daily briefs. He is meeting with RRPC tomorrow to report any damage we may have from tonight's expected weather. Vermont remains on high alert for more storms through the weekend.

TOWN HIGHWAYS

a) Road Commissioner Report – Bill reported just the high priority items -

- Bill has received an updated price from Dubois & King for the Daisy Hollow Road project. He will leave a copy of the quote at the town office tomorrow. Patty will scan and email it to everyone.
- They've been working to keep culverts opened up for the heavy rain to drain through the systems. So far, we have avoided any significant damage.

The board thanked Bill and Richie for their work over the past week, as well as their continued work to update our culvert systems, which has certainly contributed to our current good fortune.

b) Other Summer Work – tabled.

c) Possible modification of Road Policy – tabled.

d) Other Highway Information and Concerns – tabled.

TOWN LANDS

Town Office Construction Update: Peter gave a brief update on the progress at the building site. Things continue to move along with only some minor delays due to the storms and some supply chain issues. Sheetrock has arrived and installation will start tomorrow. Siding and trim people will be back Monday. Plumbers have been in. We will need to make some decisions

soon regarding paving the required sidewalks. Peter will bring change order paperwork and options to the next meeting.

Leo will have a budget update for us at the next meeting as well. This information will help us nail down a budget for furniture and vault outfitting.

Town Office physical move update: Patty, Jenny, Herb and Sally are meeting regularly to talk about planning the move. Things are moving forward, and we anticipate that with preparation we can have a smooth transition.

Other Town Lands and Facilities: Terry met with Evan Fitzgerald to look at the town dam and get his recommendations on future management.

Possibility of grant support for facilities master planning – Herb reported that we were approved for a \$4000 MERP (Municipal Energy Resilience Program) study grant. He presented the grant agreement that needs to be approved by the board for us to receive the award. This is a no match grant. We have options as to what to spend the grant money on and we can discuss that in more detail at a future meeting.

Terry moved to accept the MERP mini grant in the amount of \$4000, Robin 2nd. All in favor, motion carried.

Herb also reported that he has pre-applied for the installation of two level-two vehicle charging stations for the new town office parking lot. We will wait and see if we make it to the next phase of the process.

Herb also reported that he and Patty talked with a professional moving company, Todd Moving out of Rutland, to get a price for moving the office contents to the new building. We have an estimate of one day's worth of work – just over \$1500 on the low end and \$1760 if it takes more time.

Peter moved to approve the moving contract with Todd Moving not to exceed \$1760, Terry 2nd. All in favor, motion carried.

SOLID WASTE: Terry would like October large trash day to start at 7am instead of 6am. The board is in favor of that change. We will nail it down and get the information out as we get closer.

CORRESPONDENCE:

- VLCT PACIF & VERB Annual Report flyers (board member mail)
- Thank you letters for 2023 Appropriations.
 - Habitat for Humanity
 - VT Center for Independent Living
- SW VT Council on Aging – 2024 Appropriation Request - \$750 – same as LY

FINANCIAL APPROVALS

a) Board Orders

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

LEGAL: Further conversation about credit card use/policy – Robin looked through the examples provided. He liked the policy that Tinmouth put in place with a couple of additions and edits. Robin will write up a draft that encompasses those edits and send it around to the board for review.

OTHER BUSINESS: None

EXECUTIVE SESSION (If necessary): None

ADJOURN: Peter moved to adjourn at 8:38pm, Robin 2nd. The meeting adjourned at 8:38pm.

Respectfully Submitted
Patty Kenyon, Clerk

Next Regular Meeting – 7PM Thursday, July 27, 2023