

**Middletown Springs Selectboard  
Approved Minutes  
Regular Meeting • November 9, 2023  
Start time 7pm**

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

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

**PUBLIC PRESENT:** At the town office: Lyle Jepson & Olivia Lyons from CEDRR (Chamber & Economic Development of the Rutland Region) Via Zoom: none.

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

**APPROVAL OF MINUTES:**

- a) Regular Meeting October 26, 2023.

Peter moved to approve the minutes of October 26, 2023 regular meeting as presented, Terry 2<sup>nd</sup>. All in favor, motion carried.

**PUBLIC COMMENTS / GUESTS:**

Lyle and Olivia gave a short presentation on their work in marketing the Rutland Region. One of their biggest initiatives is their Concierge Program, which hosts prospective new residents for a weekend in the region providing a local volunteer to meet with and tour areas of interest. They would appreciate being included on our Town Meeting ballot again this year. Lyle will send the formal request letter.

**TOWN OFFICERS REPORTS –Treasurer | DTC | Town Clerk | Listers | EMD | Traffic & Pedestrian Safety Task Force| Auditors | Library (see also Town Lands) | Planning Commission | Trustees of Funds | Health Office | Other**

**Town Clerk** – Patty reported that the vault shelving arrived this week and Matt put it together on Wednesday. Tables also arrived on Wednesday and were assembled. She’s hoping to be re-organized and cleaned up by the open house on Saturday.

**TOWN HIGHWAYS**

**Road Commissioner Report** – Bill reported:

- Working on Dudley Road project still not finished but Bill is putting it back together now.
- They are also continuing to get things set for the winter season.

**Other Fall Work** – nothing tonight.

**Placement of advertising for Highway positions** – Herb reported that he has placed the open highway positions on the town’s website, and they were posted on Vermont Job Link. We can also advertise them on the Chamber’s website. Herb will send information out to them for posting. For now, we are working only with free online options. We will see how that goes and if we get no interest, we’ll explore other paid advertising options.

**Other Highway Information and Concerns** – nothing tonight.

**TOWN LANDS - Town Office Completion Update:** The board had a discussion on logistics for the open house on Saturday. Terry will provide donuts, Herb will get cider & seltzer, Bill and Kathye are making cookies. Patty will get the room ready after Terry & Peter take all the shipping materials to the transfer station. Thanks to Cynthia & Pepper Clayton for beautifying the temporary posts out front with colorful flagging. It looks much better than caution tape.

Peter is working to get the building meeting with Naylor & Breen & the subcontractors re-scheduled. Hunting season has made the logistics a bit tricky.

Peter met with Williams Water Service yesterday so he could take another water sample for radium testing. We are not drinking water until we have that test back, it could be a couple weeks before we’ll have that back. He left an invoice for his work to date. Looks like we’ll be under the estimated total cost.

Peter reported back that he talked to Jay at Catamount Security. The contract documents he gave us were for additional line monitoring, which is essentially a contracted amount for any additional services or issues we might run into. The board had a brief discussion on whether or not this made sense. The conclusion was that with brand new equipment this didn’t seem necessary. We do need the regular alarm system monitoring, which is \$36 per month as estimated in his original proposal.

Herb moved to continue the current level of service with Catamount Security, Terry 2<sup>nd</sup>. All in favor, motion carried.

**RFP’s for site, building, and interiors upkeep of Office & Library:** The board reviewed the RFP that Herb put together for general site upkeep and building cleaning. The library is interested in being included in this RFP which makes sense to the board. Details of each building needs were reviewed, and Herb will re-work the proposal and start putting the call out on Front Porch Forum for proposals.

The board agreed that it makes sense to hold off on the building maintenance piece of the puzzle in terms of the RFP so that we can pull that information together in a more comprehensive way for both buildings’ needs.

**Update on Library planning:** Kristal reported that the library is in a holding pattern still on the potential purchase of St. Anne. They continue to think positively. Peter has been put in charge by the diocese of checking the building periodically to make sure the heat is working over the winter, while the building sits unused. Kristal also reported that they have had no news on the grant opening yet, which is good news.

**Other Town Lands and Facilities:** Terry reported that we are slated to receive a \$5000 check for the Old Cemetery from the Copeland Cemetery Fund. Terry wondered if we might want to use some of that money to do some repair and restoration in the cemetery. The board is interested in that idea. Once we have the money, we will put together a list of specific things we could tackle.

**SOLID WASTE:** Terry reported that the VLCT Insurance inspection was rescheduled for next month. There is also a battery training that needs to be before the end of the year.

**CORRESPONDENCE:**

- Thank you / Congratulations card from the Claytons on the new Town Office.
- BCBS compliance letter
- Green UP Day Appropriation letter \$50– Same request as ly
- Email correspondence from M Beattie, requesting that the board create a comprehensive list of building contributors and acknowledging his architectural work on this building, which helped to inform the final design.
  - The board discussed the important contributions by Michael as well as many other town residents that allowed us to finally provide safe storage and functioning spaces to conduct town business. The board does not have time to undertake this task prior to the Open House but have every intention of presenting a more formal recap of the process and acknowledging the folks who contributed in countless ways. A write up for the next town report seems like a logical avenue to work toward.

**FINANCIAL APPROVALS**

**a) Board Orders**

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

**LEGAL:** Nothing tonight.

**OTHER BUSINESS:**

**Setting Thanksgiving week board meeting for Tuesday, 11/21**

Herb moved to reschedule the next regular meeting for Tuesday, November 21 at 7pm, Terry 2<sup>nd</sup>. All in favor, motion carried.

**ADJOURN:** Peter moved to adjourn at 9:08pm, Herb 2<sup>nd</sup>. The meeting adjourned at 9:08pm.

Respectfully Submitted  
Patty Kenyon, Clerk

**Next Regular Meeting – 7PM TUESDAY, November 21, 2023**