

Middletown Springs Selectboard
Approved Minutes
Regular Meeting • February 22, 2024
Start time 7pm

BOARD PRESENT: At the town office: Patty Kenyon, Herb Childress, Peter Stevenson, Terry Redfield at 7:17pm. Via Zoom: Robin Chesnut-Tangerman.

TOWN OFFICERS PRESENT: At the town office: Bill Reed – Road Commissioner/Road Foreman, Kristal Hier – Library board, Robert McMahon – Traffic Safety Task Force. Via Zoom: Sarah Grimm – Auditor.

PUBLIC PRESENT: At the town office: Greg Poelker – RRPC. Via Zoom: None.

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

The chair took a minute to acknowledge the recent passing of Wayne Lockwood and Judy Robinson.

APPROVAL OF MINUTES:

- a) Regular Meeting February 8, 2024.

Peter moved to approve the minutes of February 8, 2024 regular meeting as presented, Terry 2nd. Ayes – Patty, Herb, Peter, Terry. Abstain – Robin. Motion carried.

PUBLIC COMMENTS: Greg Poelker from RRPC came to talk about the new regional plan that is being rewritten for 2026. Encouraged board members to take the online survey. They are hoping to get as much input as possible from local townspeople.

Greg also touched base on the MTAP grant opportunities. All of the ideas we shared with them last visit seem as if they would be fundable. His advice is for us to identify one project and they will help us move that forward. The projects on the original list included:

- Culvert replacement on Haley Rd or Daisy Hollow project
- Solar On Town office roof
- Relocating town Transfer station

There was a short discussion about which of these might rise to the top. The board will review the options and get back to RRPC with a final decision after town meeting.

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

Traffic & Pedestrian Safety Task Force- Robert McMahon reported that he followed up with Ethan Pepin at RRPC and they have a site visit scheduled for next Tuesday at 8:30am at the 4-corners and the school sidewalk/crosswalk. The board is welcome to join that meeting.

Robert also reported that other members are working on filling in the other information the board was asking for.

Robert volunteered to help the board out working the transfer station if he's needed while we are shorthanded.

He asked about the highway crew jobs and told us that he has a couple people who he will connect with to see if there is any interest there. He will bring us any leads or information he finds.

Robert also stated that he is willing to serve on the Planning Commission and would accept a position if written in at town meeting.

EMD – Possible Support for revision of LHMP – Herb reported that there is a grant available to help us update our local hazardous mitigation plan. The grant provides a consultant to review and help us update the plan. We'll know for sure if we are eligible for that help in the next few weeks, if we are Herb is willing to apply.

Eclipse Planning – nothing new here

Town Clerk – Election Planning for March 5 - Patty provided a brief review of current election planning and the training sessions she has scheduled.

Patty also asked to talk about the most recent trash left on the roadside near the town office. She's emailed the Sheriff and sent in a video of the incident. There's been no response from the Sheriff, and the trash remains on the side of the road and is a hazard. What would the board like to do? It's a State highway and it is posing a hazard, so the board agreed that the town should notify the state highway crew and ask to get it cleaned up. Patty will connect with the state garage and ask for assistance.

There was a brief discussion about the shooting incident on North Street the previous evening.

Library – Taken up under town lands.

TOWN HIGHWAYS

Road Commissioner Report – Bill reported:

- Salting, sanding, checking culverts
- Loader Radiator is in Rutland to get fixed.
- Backhoe hydraulics went – Alta came for a service call. Needed two new modules to fix, they are on order. Working with a bypass fix for now.
- Bill met with Josh Carvahal on the box culvert on Fox Bridge – also with Brian Sanderson & Jim Collins from AOT – it's in worse shape than originally thought. Needs engineering before we do a structures grant. The process will take some time. Bill will reach out to a couple of engineering firms to see if we can get some pricing from them. Bill is keeping track of all the details, so they'll be there for the next Road Commissioner to pick up where he is leaving off.

Terry thanked Bill for having a conversation with the road crew to help to mitigate some of the extra spending.

The board thanked Bill for the many years he's worked as Road Commissioner.

Advertising for Highway positions – nothing

Discussion of Road Commissioner description for Town Meeting election – nothing

Other Highway Information and Concerns – none.

TOWN LANDS – Update on Library planning: Kristal reported that the subcommittee is busy working on the Dept of Libraries grant application. They have been working with outside agencies to gather information and investigate other resources that could be available to them to supplement/complement the full project if they are awarded a grant.

They have an estimate and preliminary plans for renovation that they are working with and the team feels that they have a very competitive application.

Kristal wanted to talk a bit about the plowing costs this winter. She feels a meeting with the provider to get a sense of the workload and share expectations is in order. The Selectboard agrees and would like to be a part of that conversation. Kristal will work with Terry to schedule that meeting and will report back so we can plan for next year.

Town Office Updates – Peter reported that we received a Change order (deduction of the remainder of the contingency) and an invoice Req. 11 in the amount of \$16,063.03 from Naylor & Breen. Once this is paid for the project will be considered complete.

Herb moves to accept change order 3 deducting \$103,031.84 from the contracted contingency, Robin 2nd. All in favor, motion carried.

Terry moved to approve that final payment of \$16,063.03 to Naylor & Breen drawing from the National Bank of Middlebury loan, Peter 2nd. All in favor, motion carried.

Patty will send the invoice to Chris at the bank.

Peter reported that the water is still not drinkable. Samples were taken and we should have results in three to four weeks.

He also reported that the Engineers, Mechanical & Electrical, have done their final walk through and presented a punch list to the architect and Naylor & Breen. Geoff and Leo will get together and make a plan to take care of the last few details.

Peter also brought up that the building has never had a final full cleaning – that includes washing of all windows and a full facility clean. He met with Jordan and Rachel Martelle to get a price for doing that work. They came back with a price of \$450.

Herb moved to approve a one-time final clean from Martelle Services for the price of \$450, Terry 2nd. All in favor, motion carried.

Possibility of solar installation grant for Town Office – talked about with Greg at RRPC. Not happening in the short term because of timing.

Herb did a webinar with NH DOT – to talk about recently completed garage projects and gathering information what they'd do different what they were glad they did, etc. Gathered a lot of good information that we will be able to draw from as we move forward. Definitely worth his time.

Other Town Lands and Facilities: nothing now

SOLID WASTE: Terry reported that the gate had an encounter with the wind and needs some repair again. Bill has patched it back together for now.

Amended hours of operation? Terry has had some time to think about the idea of amended hours at the transfer station. Terry's recommendation is to do Saturday for a bit longer, until 2pm instead of Noon and to close on Mondays.

Herb moved to change transfer station hours to 6am to 2pm on Saturdays only, starting Saturday March 16, 2024. Peter 2nd. All in favor, motion carried.

CORRESPONDENCE:

- SWAC 2024 Representative paperwork. This will need to be completed after Town Meeting
- VLCT – SB Essentials Seminar March 23 – Lake Morey
- Service Requests –
 - Spruce Knob Road – Sarah Grimm property damage – overzealous plowing.
 - Valentines' day storm – Bill was out with the grader. Had a list of roads to be plowed that was not followed. Bill suggests that the person responsible for the damage also be responsible to answer to the complainant. The board is in support of that plan of action. The Road Foreman, a Selectboard member and road crew member will set up a time to meet with Sarah, to go over the issues and come to a resolution.
 - Mailbox on West Street – James Reed. – Discussion with Bill about the mailbox issue. Bill's input was that the mailbox was placed too close to the road initially and that he had mentioned that to the post office asking them to ask the homeowner to move it. As a rule, the town does not pay for mailboxes that are damaged in the normal course of highway plowing. Herb will follow up with James on the board's decision.

FINANCIAL APPROVALS

a) Board Orders

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

LEGAL: none.

OTHER BUSINESS:

Middletown Springs University and the Town Officers course on Tuesday, March 12

Herb reported that Middletown Springs U is holding three sessions here in the town office. One of which is put together by Herb – a session called Town Officers and what they do. Any town official who might want to be a part of the session is invited to attend.

Lastly, this is the last meeting of this iteration of the Selectboard. Peter and Robin are not running for reelection. This is our last chance to officially thank them for their service. It's been a pleasure to work with you both. It's also Sarah's last meeting after serving 7 years as an auditor. We thank you and will miss your attendance at our meetings. And it's Bill's last meeting as Road Commissioner. The town has benefitted greatly from Bill's dedication to seeking and managing countless grants over the couple of decades. The board requested Bill continue to join us for meetings in his capacity as Road Foreman going forward.

The board is extremely grateful to each and every outgoing officer.

ADJOURN: Herb moved to adjourn at 9:26pm, Peter 2nd. The meeting adjourned at 9:26pm.

Respectfully Submitted
Patty Kenyon, Clerk

Next Special Meeting – 7PM Thursday, March 7, 2024 for Reorganization of SB
Next Regular Meeting - 7PM Thursday, March 14, 2024