

**SELECTBOARD MEETING MINUTES
FEBRUARY 15, 2017**

Present: Doug Niles, Jim Cross, Jonathan O’Keefe, Adam Roth, Mark Castonguay, Heather Robinson, Bill Hawkins, Joel Cope, ScottGraham,Jefferson Tolman, and Lisa Moore

Update Agenda: Bridge #3, PSB Lease, #18 Culvert, Fire Hydrants, Skating Rink, Jefferson Tolman, Scott Graham, Foot Bridge

Public Comments: Heather Robinson informed the board that they have received a grant for the Hydroseeder. The state actually owns the hydroseeder, but it will be shared amongst several surrounding towns along with the expenses. In the first year, training will be provided as well as seed and fertilizer. She handed out a draft memorandum of understanding for the Selectboard to review and asked that at their next meeting, if they agree to sign the memorandum, they should make a vote in the meeting minutes to show the State that they wish to move forward with the agreement. Then they will set up a time to sign the agreement and start working on a schedule with the other Towns for when they will each use the seeder.

Heather also said that the Town needs to make a decision on whether the Town will be taking care of watering and maintenance of the Constructed Wetland and Raingarden or will they want to pay the contractor for this service. She would like to get the bids for the project out by next week. The Selectboard agreed to move forward with this. Doug would like to see a separate bid for installation and another for maintenance for a year, because the first year will be the most critical for plants to get established.

Jefferson Tolman, who is the regional manager of Utility Partners, was here to answer questions and share what his company has to offer our Water and Sewer Commissions. He spoke about the benefit packages for their employees and how they can provide expert local backup support for staff. He said things would remain relatively the same with the exception that they provide monthly operating reports and Marty and his workers would have to keep a daily journal. Jefferson said if they are hired that he would be on site about two times a week to begin with and approximately once a week afterward and whenever requested. He will be back for the March 1st meeting for further discussion and Joel will invite the water board to attend also.

Scott Graham, talked about the work that his Community does in caring for the footbridge. This year they are proposing that they would like more money for caring for the bridge. The Town has paid them \$1200 per year in the past. They were discussing that they’d like to get between \$1800-\$2200 in the future. The Selectboard would like to put the job open for bids. In the meantime, Scott said that they will continue to take care of it.

Scott also shared that they have a licensed electrician and they would like to put a bid in on the gym lighting project. The Selectboard welcomed their bid on the job and asked him to have it in by March.

PSB Lease: The board signed the Passumpsic Savings Bank Lease Agreement.

#18 Culvert: The fourfoot culvert by Arthur John Road needs to be replaced because it is too short. The Better Back Roads Program should be able to help with this. There is also a culvert on Atwood Drive that they may be able to help with.

There is another Culvert on the Head of the Pond Road that should be replaced. The size of this culvert meets the requirements of the state culvert program. Joel said we may want to consider applying for a grant with them for this. Mark Castonguay also thought we should talk to Shane Morin about getting a bigger grant to cover the culvert. Jonathan made a motion for Joel and Mark to work on getting a state grant for the culverts. Jim seconds the motion. All in favor.

Bridge #3: The state inspection program has deemed this bridge as being in poor condition. They will probably want it rebuilt within the next 5 years. The Town will need to start thinking about how to pay for this costly project and maybe should start a Capital Reserve Fund to help be prepared for this.

Fire Hydrants: Walt Driscoll had called Joel to say he had concerns about the fire hydrants not all being shoveled out. With the recent snow storms the water department can't keep up with them all. Doug suggested that one of the road crew persons help with this problem. Mark said that the water department can use the backhoe. He will get in touch with Marty on this. Walt said that the fire department crew would also be willing to help.

Skating Rink: Doug said that Craig Barnes wants access to the hose to flood the skating rink. Bill Hawkins told Doug where to access the hose and fittings. Craig also asked that Ray snow blow the skating rink for tomorrow.

Building & Maintenance: We have received two estimates for the gym lighting project. Joel handed out the estimates to the selectboard members. We will compare these with the upcoming estimate from Scott Graham's community before making a decision.

Generator: If we use the Wilmington generator for emergency power for the town hall, it will need a fuel tank, and a place to store the tank. The existing room in the basement of the Town Hall might be able to accommodate another tank, if that is allowed by building codes. We will need to decide what size fuel tank is needed. The generator will need its own building, but we do not know the dimensions required. Joel is still gathering information on what is needed for the generator situation.

Roads:

Hartegon Brochure: In accordance with our agreement with the state, we are required clean out our catch basins and this will require renting a machine to do it.

Construction Grant & Annual Financial Meeting: Joel handed out an informational packet on this and says we need to schedule a meeting to go over the summer and winter road budget in order to determine how much FEMA will help with. Jonathan made a motion to sign a Certificate of Compliance

in order to qualify for more money for road grant projects. Jim seconds the motion. All in favor. The Selectboard signed the certificate.

Mark says the Grader has a hydraulic leak in the pump and he has called someone to come and look at it. Mark thinks we should think about buying a new grader in the next couple of years. The starter has also been a problem in the past.

Mark discussed cost of uniforms for his road crew through a company. The board felt that it would be cheaper to give a clothing expense in our budget for what they need. For now the matter is tabled.

Mark said that they are low on sand. He will be contacting Fortin, Delabruere's or Dupuis for some.

Mark made a request that Allan Ashman be paid the same as Jerry this year or next. The selectboard said they will consider this next year.

DRB Attorney: Greg Stafford wants to sell a small lot on Moise Wood road. The buyer wants to put on an addition. The zoning administrator has determined that the lot is too small so it is being reviewed by the DRB. Neighboring property owners have been notified. Chuck Roth, one of the neighbors, has hired an attorney in this matter. Joel thinks since there is an attorney involved that the DRB should also have an attorney. Jonathan recused himself from the matter because of personal interest in the property. Jim and Doug agreed that an attorney represent the DRB in this matter.

Personnel Policy: VLCT has reviewed our existing personnel policy and Joel handed out copies of the reviewed policy for the selectboard.

Recreational Grant: One of the bids on the tennis court offers a three year warranty. The selectboard wants to lock them in for the project. Jonathan made a motion to accept the bid with the three year warranty and Jim seconds the bid. All in favor.

Joel said the insurance claim on the tennis court fence and gate was turned down because it was not listed in the coverage. Joel had an estimate for the gate repair but it goes beyond our grant and budget. For now, we may just take the gate off and put up a netting type entrance.

Pay Orders: The board reviewed and signed the pay orders.

Jim made a motion to sign an overweight permit and Jon seconded the motion. The permit was signed.

Approve Minutes of Previous Meeting: The board reviewed the minutes from the meeting of February 1st. Jonathan made a motion to approve the minutes and Jim seconds the motion. All in favor.

Other Business: Bill Hawkins shared that Neil Morrissette has a program that involves 16-20 year old young adults that can help with various jobs in the Town. The program has its own insurance and will be responsible for paying them. Bill thought that they may be a great help to Ray by helping with the

mowing, raking the beach, picking up garbage and keeping the geese away from the beach area. The board agreed that this sounds like a good program and could be helpful to the Town.

Joel mentioned that it would be nice to get the shrubs cleaned up on the bank by the Community Bank and to get it looking nice again. Also the bottom of the footbridge has a pool of water that should be taken care of.

Meeting Adjourned at 8:35 PM.