

**Town of Moretown**

**Office of the SELECT BOARD**

**Draft – Notice of unapproved minutes of the 2/6/12 selectboard meeting**

Board members present were: John Hoogenboom, Stephanie Venema, Reed Korrow, Tom Martin. Clark Amadon was absent tonight.

Guests: Jason Aronowitz, Scott Sainsbury, Linda Hendrickson, Bob McMullin, Tom Allen, Chris Rockwood, James DeShone, Tom Gibbs, John Malter, Cheryl Brown as the board's assistant

**Public Comment:**

**Scott Sainsbury, Linda Henrickson, Bob McMullin and Tom Allen** – came in to present a second flood relief check to the town, in the amount of \$13,850, from the Mad River Neighborhood Association (MRNA). Including last year's donation, MRNA has presented \$30,350 in flood relief donations. Scott said they hope to arrange another pig roast in 2012, saying he spoke with the Howes family and they seem willing to donate another pig for this year's event. A photo was taken of the Selectboard and MRNA representatives that were present tonight.

The Flood Relief Committee will meet again soon to deliberate about how the monies will be distributed.

**Jason Aronowitz** - was here tonight to observe the meeting.

**Approval of minutes:**

Stephanie moved; seconded by Tom to approve the minutes of 12/29/11, 1/9/12, 1/16/12, 1/23/12 minutes. All were in favor.

**Reports & Communication, Announcement:**

**Lauren Turner and Thad Leugemors**– Financial Recovery Specialists from SAIC, a company hired by the State to assist town with FEMA reimbursements, are coming on Wednesday, February 8<sup>th</sup> to talk about how to help the town pay for the two box culverts on Ward Brook Road. Stephanie will contact Marc Faisant and ask if he can come to the meeting.

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**FEMA reimbursement** – Moretown received notification that the State has processed the 1<sup>st</sup> progress payment, in the amount of \$131,717.25, toward the invoice related to the temporary bridge rental.

John moved; seconded by Stephanie that when reimbursements are received from FEMA, that they be applied to the line of credit to lower the balance. All were in favor.

**Basic Emergency Operations Plan** – Stephanie revised the Basic Emergency Operations Plan (BEOP) that was approved in August of 2011. When Stephanie talked to Sean, he said we should also have a medical emergency plan in place as well, which this plan doesn't cover. She said it would be a one page addition to the BEOP.

John moved; Stephanie seconded to approve the Basic Emergency Operations Plan as revised and submitted tonight. All were in favor.

**Chris Rockwoods and James DeShone from APAS, LLC** – were asked to come in tonight so the selectboard and listers could talk to them about what services they would be able to help the listers with.

Chris said APAS will help the town and the listers with all aspects of the work associated with the appraisal and that of the listers. APAS assistant will handle the zoning permits, downloads of HS131, property tax transfer data entry, name/address changes etc., and APAS crew will do the assessments and associated computer work. He said within the next few weeks, APAS crew will be looking for a designated place to work in the town office.

Discussion followed about moving some of the items being stored upstairs in the fire station to a storage location, to make room for APAS to work.

Tom Gibbs said he needs guidance and training on the computer.

James said they are prepared to do as much or as little as the town wants and/or needs and they will get it done.

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Chris said if it takes a couple extra days, APAS can help out within the reappraisal contract already in place.

Tom M. suggested that they meet with Cheryl to find out what needs to be done.

**John Malter – Mad River Resource Alliance Report** – was reviewed and items in the report were emphasized and explained by John M.

Tom said that during the storm clean-up process, he heard people comment about how good it was that landfill was nearby and that they had access to dumpsters.

A full report will be available on Town Meeting Day.

Tom moved; seconded by Stephanie to approve the 2012 budget of \$105,302. All were in favor.

Tom moved; seconded by Stephanie to appoint Jonathan Siegel as Moretown's Representative to the Mad River Resource Management Alliance. All were in favor.

*More reports & communication, announcements*

**Martha and Tom Douglass** – John reported that Martha and Tom Douglass had very good things to say about Deborah Feldman, and that they were pleased with the dumpster placement and removal and return process.

There was discussion about the great job Deborah did with zoning information and applications right from the beginning; about thanking Tom Badowski and Moretown Landfill for their help and cooperation during the flood; and to the MRNA group for the donations. John will talk about the thanks Town Meeting Day.

**Sand report from Stephanie** – sand usage so far for 2012, and for 2007-2011 with associated costs was reviewed.

**Cliff Bennett** – submitted a proposal to clean the town office for \$20/hr. The board is ok with giving Cliff permission to clean and see how his work is and what the overall cost is. The current cost per cleaning is \$75.

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**OLD BUSINESS:**

**Town office study** – Clark was absent tonight so there was no committee update, but Tom said the town office study committee meets Thursday night at 7:00 p.m. at the Moretown school.

**Town office repairs** – The insurance adjuster has not forwarded a preliminary damage report yet. No update.

**Town hall repairs** – No update.

**Blodgett trail #49 survey update** – Rob Townsend from American Consulting Engineer & Surveyors called today asking to come to the next selectboard meeting to present his survey findings.

Rob will come to the 2/20/12 selectboard meeting at 6:30 p.m. Calvin and Travis Blodgett and Guy Martin will be notified that Rob is coming in.

**2012 Codes & Standards for Roads and Bridges** – Each year Codes & Standards must be adopted. Revisions were made to last year's codes, to incorporate using rip rap on stream banks; and for the town to have the right to use box culverts where needed, and so FEMA will pay for their replacement if a disaster destroys them.

**Bridge #41 request for proposal for engineering services** – Bids are due by noon on February 13<sup>th</sup>. Stephanie would like the selectboard to meet that evening to look at the bids, but she would like to be able to have bridge consultants look them over first.

There was discussion about the board approving that Stephanie open the bids in the afternoon so they can be reviewed before the selectboard meeting.

Tom moved; seconded by John that Stephanie be allowed to open the bridge bids for engineering services, and review them with consultants on 2/13/12 if the consultants are available to come that day.

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Discussion – If the consultants are available to review the rfp’s on Monday afternoon, the board will meet later that evening.

Vote: All were in favor.

**North Moretown Traffic Study** – Stephanie reported that the next meeting will be held on 2/22. Stephanie agreed to remain on this project even after her term is up. The board thanked her for that.

**New business:**

**Vtrans High Risk Rural Road Program report** – Stephanie provided a report from Vtrans (HRRR), which outlines accidents that occurred on the Moretown Mountain Road, and the locations of the accidents. There have been nine accidents between 3/24/2007-12/11/2010. There will be more discussion at the 2/20/12 selectboard meeting.

**Documents presented for signature:**

**VTrans Extension for time to repair Bridge #41 granted** - Because costs for removing the temporary bridge are under a different federal funded category (emergency), and that work won’t be done until the permanent bridge is installed, Moretown asked Vtrans to extend the deadline for submitting invoices. The request was granted and the Vtrans “Amendment” agreement was signed by the board tonight.

**Structures Grant Application** – for \$175,000 to place a box culvert on the back side of Moretown Common, near the Foster residence. If awarded, the grant will pay \$175,000 of the \$203,500 project.

**Overload permits for:** Harvey Ballou, Demag Riggers & Crane Service, Veilleux & Son Trucking were approved.

**Zoning permit for the fire station flood repairs** –was signed.

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**Warrant #'s 05, 06, 07, and 08 were reviewed** – Tom Gibbs submitted payroll for time worked in 2011. All of the Listers were told in a meeting last fall that time worked must be submitted in the same year they worked in order to get paid. And that any hours worked must be submitted every two weeks, even if they didn't want to get paid every two weeks. The board will not pay Tom for the hours he worked in 2011, nor will he be paid for mileage to and from work. Mileage is not paid to anyone to get to/from work. A board member will notify Tom of their decision.

**Reed moved; seconded by Stephanie, to enter into executive session** at 8:50 p.m. to discuss employee related matters, whereby public knowledge would clearly place the employee and the town at a disadvantage. All were in favor.

**Reed moved; seconded by John, to exit executive session.** All were in favor.

**Highway business** – John reported a call from Donna Cook from South Hill Road, saying that during Tropical Storm Irene, the gravel around their culvert was washed out. Donna wondered if when Stuart is around that area ditching this spring if he could place some of the fill around their culvert.

There was discussion that other residents who had culvert problems after Irene received material, so the town should take care of the Cook's culvert problem as well. Reed will tell Stuart.

Reed moved; seconded by John, to adjourn at 9:10 p.m. All were in favor.