

**Town of Moretown
Office of the SELECT BOARD**

Draft – Unapproved minutes of the 9/4/12 selectboard meeting

Board members present: Tom Martin, Reed Korrow, Clark Amadon, John Hoogenboom, Michelle Beard

Guests included: Scott Baughman, Lisa Ransom, Cheryl Brown as assistant to the board

Tom called the meeting to order at 6:00 p.m.

Public Comment:

Neal Mostov – Japanese knotweed - Neal asked the board how they deal with Japanese knotweed and what they think of it. Neal said the highway crew is placing river gravel that is stockpiled at Wimbles, that shows growth of knotweed, on a portion of the South Hill Road.

John said knotweed is a menace, and in his opinion gravel that has knotweed growing in it should not be spread on town roads.

Reed said he knows Martin is being trained on how to deal with knotweed because he knows we already have the problem on some of the town roads, one being South Hill Road.

Tom said the board approved Martin use the river gravel on town roads.

Additional discussion included:

- Treating the entire stock pile of river gravel before more is spread, and the effectiveness of such treatment
- The depth and width knotweed grows once established
- At this point, South Hill is the only road the river gravel has been spread on
- Neal would like the gravel spread on South Hill taken out
- The town should check with the State to be sure we can spread the river gravel

Clark moved; seconded by John, not to spread anymore of the river gravel that shows evidence of knotweed until we find out how to successfully eradicate the Japanese knotweed. All were in favor.

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DRB permit for Bliss Farm functions - Neal asked who enforces DRB permit? It was explained to Neal that complaints need to be directed to the zoning administrator Deb Feldman – if she finds there is in fact a violation, she would give the violator time to correct the problem – if the problem isn't corrected she would issue a formal violation. It is up to the selectboard how to pursue the enforcement of zoning violations.

Neal thinks the music playing at the Bliss Farm functions is over 65 decibels, and that they are running over their time allowed of 10 p.m.

The board told Neal to contact Deb Feldman if this occurs again, and also approved the purchase of a decibel meter.

Scott Baughman – said he was only here tonight to observe.

Approval of Minutes:

8/20/12 – John moved; seconded by Clark, to approve the minutes of 8/20/12 as printed. All were in favor.

Reports & Communication, Announcements

Amendment to the Engineering contract with DuBois & King – FEMA has determined that the bridge project will be either an Improved Project or an Alteration Project. FEMA's determination created the need for additional services from qualified individuals that can provide the technical services associated with the change, such as: testing of materials used for the construction; the ability to review change orders associated with the change in the project; determination if the construction is being done according to the Plans and Contract documents (6hrs. per day – 3 days/week), and final inspection of the project.

Clark moved; seconded by John, to amend the contract between DuBois & King and the Town for additional engineering services associated with the replacement of bridge #41, from \$41,600 to \$68,725.

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Discussion: Because FEMA changed the bridge project to an improved or altered project, it created the need for services from someone capable of reading the survey/site plans, someone who understands the State contract, can provide the additional information being requested by FEMA, etc. The additional \$27,125 in engineering costs will be added to project costs as a change order and submitted for reimbursement from FEMA.

Vote: All were in favor.

OLD BUSINESS:

Bridge #41 business –

Contract for project consulting services was approved in Reports & Communications.

“Improved Project” - the Town submitted a request to the State and FEMA to approve the bridge project as an “Improved Project”, which would mean 97% reimbursement for the full cost of the project if approved. The State approved the request last week, FEMA has not approved the request yet. Construction of the new bridge can’t begin until FEMA approves the request, so the project is on hold.

Class IV Road Maintenance Policy – The committee meets again on September 10th. At that meeting the committee plans to review what they think will be the finished policy that will be presented to the selectboard for adoption.

There was discussion that the committee will work on a class III road maintenance policy after they are finished with the class IV policy, which will include ditching maintenance guidelines and road intersection size guidelines.

Road Department Goals & Expectations – The road department will continue to get education on road erosion problems/repairs, and how to handle invasive species as they pertain to roadways.

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Ward Brook Road erosion problems – Reed will talk with Martin about this. Discussion was tabled until 9/17.

Hurdle Road stop sign – John spoke with Frank Piazza about the stop sign on Hurdle Road as you enter onto Route 100B, that VTrans said was blocked from view by shrubs along Frank’s property. Frank said the scrubs had been trimmed.

Michelle said you can see a portion of the Stop sign.

John will call Dick Hosking from Vtrans and ask if they can meet together with Frank so he (Dick) can explain the problem from VTrans standpoint.

Road signage – Reed will talk with Martin more about going from the old wooden road signs, to the new green reflective road signs as the old wooden ones break. Martin thinks the green signs are easier to see.

There was discussion about putting money in the road budget to replace the old signs; and about Martin finding out if/when the green reflective signs will become mandatory.

Town offices committee update – Clark reported that the committee met last Thursday. Henry Erickson from Warren has experience with construction management and cost consulting, and met with the committee. They explained the situation and what is needed for square footage, gave an overview of each site being considered, and how they came up with the six choices. Clark said Henry said the general cost for building is between \$180 and \$220 per square foot. If hired, Henry could have a report/spreadsheet of estimated costs for each site ready for the October public forum. His fee is about \$90 per hour, and he estimates the total cost for his services would be \$4,000-\$6,000. \$5,000 was budgeted for the town office study. The object of the study would be to narrow down the sites for a town office from 5 or 6, to 1 or 2.

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Michelle said John Fulton wants the board to keep in mind that the memorial stones on the lawn in front of the old town offices, would need to be moved to the new town office location.

Tom wants to be sure Deb Feldman is consulted for the zoning aspect when Henry does his study of the sites/costs.

Tom moved; seconded by Michelle, to allow the town office committee to hire Henry Erickson, and to allow Clark Amadon sign the contract for the consulting services for the town offices site study. All were in favor.

Appointments needed – John hasn't been able to contact Clarence Wood yet to see if he might be interested in being the 2nd Constable.

Investment Council criteria – John said he contacted Craig Eilers about being on the council, and Craig is checking to be sure that his business compliance guidelines would allow him to be on the council. John thinks the criteria for the investment council should be: be a resident of Moretown, and someone who has investment experience. He said it would be nice to have five on the council, and that we need to advertise publically that we are searching for investment council applicants.

Clark thinks if someone can make a case for why they have enough investment experience, and can prove that they have been successful at it, that might be enough for him.

Michelle would like to keep the criteria vague since the selectboard will be interviewing the applicants anyway.

Tom said we need someone with experience in investment knowledge.

New Business:

Snow plow bids/fuel bids - Reed said Martin would like to hold off sending out the snowplow bids because he wants to check into hiring someone on an as needed basis.

Tom said we are plowing the school parking lot this year. We will be keeping track of the costs to the town, and then talk it over with the schoolboard to see if the town will be plowing the school another year, or not.

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Martin plans to use more salt than sand on the parking lot because he feels it would work better and be less cleanup in the spring.

The snowplow bids and fuel bids were tabled until the 9/17 meeting to give Martin more time.

Tom moved; seconded by Clark, to enter into executive session at 7:45 p.m., to employee relations, where premature general public knowledge would clearly place the town or person involved at a disadvantage. All were in favor.

Tom moved; seconded by Clark, to come out of executive session at 7:55 p.m. All were in favor.

John moved; seconded by Tom, to award Cheryl Brown a bonus of \$2,500, not only for all of the work done with FEMA paperwork resulting from the flood, but for the extra effort assisting in the selectboard. All were in favor.

Invoices reviewed and approval of selectboard orders – Warrant's 55, 56, 57, 58, and 59 were approved as submitted.

Documents signed:

VLCT Town Fair voting Delegate – will be John Hoogenboom

Liquor/Cater License – Constance Mendell's Occasional Catering

Dubois & King contract for additional engineering services for the bridge project

John moved; seconded by Michelle, to adjourn at 8:10 p.m. All were in favor.