

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

**Draft** – unapproved minutes of the 6/17/13 selectboard meeting

Board members present were: John Hoogenboom (until 6:00 p.m.) Rae Washburn, Reed Korrow, Michelle Beard, Tom Martin via speaker phone (until about 6:30 p.m.)

Guests included: Scott Baughman, Lisa Ransom, Martha Douglass, Rick Blake, Ruth Hoogenboom, Jonathan Siegel, Dean Moulton, Tom Douglass, and Cheryl Brown as assistant to the board

John called the meeting to order at 5:45 and immediately made a motion to enter into executive session to discuss applicants who applied for the zoning administrator position. Jonathan Siegel and the board assistant were invited to stay for the discussion. Rae seconded. All were in favor.

Reed moved to come out of executive session at 5:55. Michelle seconded. All were in favor.

Michelle moved to appoint John (JB) Weir as zoning administrator; the position is part-time 20 hours per week and the rate of pay is \$16.00 per hour. Reed seconded. Michelle, John, Reed and Tom were in favor. Rae opposed. Motion passed.

John had to leave the meeting; and it was hard for Tom to hear clearly over the phone so he asked Reed to take over running the meeting. Reed agreed to chair tonight's meeting.

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**Public Comment period:**

**Martha Douglass** – asked the selectboard if they have had a response from Moretown Landfill about the letter Rae sent them about the cameras. The board has not.

Martha requested that the selectboard ask MLI for a response to the letter by the 7/1/13 board meeting. The board agreed to do so.

**Tom Douglass** – mentioned his prior suggestion that the town contact Steve Lotspeich about planned development in the Duxbury/Moretown area.

The board had not contacted Steve but asked Jonathan Siegel to do so as the Planning Commission Chairman.

**Approval of Minutes:**

**6/3/13** – Rae moved; seconded by Michelle to approve the minutes of 6/3/13 as written. Rae, Michelle, Tom and Reed were in favor.

**6/5/13** – Rae moved; seconded by Michelle to approve the minutes of 6/5/13 as written. Rae, Michelle, Tom and Reed were in favor.

**6/10/13** – Rae moved; seconded by Reed to approve the minutes of 6/10/13 as written. Rae, Reed, Michelle were in favor. Tom abstained from voting as he was absent for this meeting.

**Reports & Communication, Announcements:**

**An email from John Hoogenboom received earlier today regarding the following topics:**

**Historical Society using the old town office** –John was asked about the Historical Society using the old town office. John would be in favor of donating/leasing the building to the Historical Society for \$1.00.

The board decided that when there is a full board present, they will talk more about it; and to put it out to the public for their opinion about the use of building such as; do we use or sell the building and turn down the buy-out grant etc.

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**Three missing flags in the lower village** –Recently Danny McHugh began overseeing Moretown’s flags. Dan knew there were flags missing and is requesting donations to replace them. The board would like the three missing flags replaced by the 4<sup>th</sup> of July if at all possible. Cheryl will contact Danny.

**250<sup>th</sup> Anniversary Banners** – Michelle said the banners Waterbury purchased for the 250<sup>th</sup> Celebration cost \$65 each. She will call the company they purchased them from and find out what they would cost Moretown.

**Host Town Agreement – is on the agenda later this evening** – John’s email said we need to start meeting as soon as possible.

**Blodgett appeal of the selectboard 8/20/12 decision re: the location of trail # 49** – Mediation is scheduled for August 5, 2013. Tom Martin will attend the mediation.

**Letter from Andrew Bothfeld** – Mr. Bothfeld sent a letter of thanks to the road crew for the remarkable job they did on the town’s roads during Tropical Storm Irene and Hurricane Sandy.

**Grant monitoring audit by the State of Vermont** – Tom noted a letter received from Coleen Krauss and Rebecca Tomaszewski from Contract and Grants Division, with findings of their June 10, 2013 inspection of Moretown’s Program Performance, Financial Management Review, Contracts and Procurement, Record Keeping, with Cherilyn and Cheryl, as they pertain to all State/Federal grant agreements. The letter congratulated everyone involved for carrying out the Grant Agreement responsibilities and establishing a successful facility; stating Moretown “set the bar” with our organization and pristine filing systems.

The board thanked those responsible.

Tom Martin, who was present via speaker phone, left the meeting.

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**Email from Rae Washburn re: road grading** – Rae’s email of 6/14/13 suggested the roads in the Jones Brook area need grading.

Reed said the road crew plans to grade tomorrow or Wednesday. He said Martin has been putting his efforts into getting all the gravel he can from MLI to use on the town roads while the product is available.

**OLD BUSINESS:**

**Letter to the Attorney General re: Open Meeting Law** – To date there has been no response from the AG’s office to Moretown’s May 20<sup>th</sup> letter.

**Host Town Agreement committee** – Martha Douglass and Rick Blake expressed interest in helping out on the Host Town Agreement committee.

Reed moved to appoint Martha Douglass, Rick Blake, Michelle Beard, John Hoogenboom and Jonathan Siegel to work on the Host Town Agreement renewal due in August. Rae seconded. All were in favor.

**Class IV Road & Trail Policy classification update** – In John Hoogenboom’s email talked about earlier tonight, he suggested it is time to review the policy.

Michelle noted that the class IV road classification listing was never approved by the selectboard so that still needs to be done.

Michelle explained that a road classified as A, is maintained once per year by the town; a road classified as B, receives no maintenance by the town. Michelle said Lynch Hill is classified as B, and added that the Road Policy was adopted in order to have consistency in road maintenance. Michelle mentioned a provision in the road policy that allows for the policy to be revisited each year, but added that she doesn’t think that should be done because we have a complaint. Michelle believes that all who reside on class IV roads were in fact sent notice of the change in maintenance policy for the road they live on.

It will be on the September 16<sup>th</sup> meeting agenda to review the policy.

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Rae mentioned an email sent directly to Tom Martin by Dave Van Deusen on June 3<sup>rd</sup> (which the rest of the board was later copied on).

On June 3<sup>rd</sup>, Angela Ogle (Dave Van Deusen's wife) came in to talk with the selectboard about the need for maintenance by the town to Lynch Hill Road. The selectboard told Angela that Lynch Hill was in the B classification in the new road policy, and would therefore receive no maintenance by the town. Dave's email was written later that evening.

Dave's email got very personal as to: how much money he makes; about others that use Lynch Hill Road; his impression of some of the members of the current selectboard; and who helped out in Moretown village during Tropical Storm Irene, and who didn't. Dave asked Tom to fix the maintenance situation.

Board members indicated that in their opinion, some of the comments in Dave's email were out of line.

**Sidewalk repair** – Michelle reported that members of the Safe Routes to School Committee (SRS) met with the State about phases for repairs of the village sidewalks, and the SRS decided to suggest to the selectboard that the area of sidewalk the between Mountain Road to Hurdle Road be repaired first. Dara would like to apply for a grant, but needs the approval of the selectboard to move forward. The town's share for this phase would be about \$37,000 before in kind services (ie: use of town equipment and labor) has been deducted.

Rae moved to allow the Safe Routes to School Committee to go forward with a grant application to replace the sidewalks in Moretown village. Michelle seconded. All were in favor.

There will be more information at the 7/1/13 selectboard meeting.

**Request to MLI for minimum payment** – There has been no word on the 6/11/13 request to MLI that they pay Moretown a percentage of the \$350,000 minimum due the town in tipping fees for 2013.

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**New Business:**

**Village speed indicator signage** – Michelle reported that Susan Werntgen received a certified letter that the contractor would begin the signage work soon. The board thought there would be no work done on the signage until they approved the sign placement.

Michelle said the contractor thinks there may be some leeway for the signage and is willing to entertain moving signs as approved by the town and state.

Michelle will set up a site visit with the contractor, state, town, and school officials and the Safe Routes to School committee to see if signage placement can be solved so the traffic calming project can move forward.

Invoices were approved and warrant #32 and #33 were approved as submitted.

Other documents for signature:

Grant Agreement for the High Risk Rural Roads Grant signage on the Moretown Mountain Road. The work to be performed under this grant is to remove the existing signage and install new; and remove existing guardrails and install new. The work is 100% funded by State and federal funds.

Reed moved; Michelle seconded to adjourn at 7:00 p.m.