

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

DRAFT – Notice of unapproved minutes of the 5/18/15 Selectboard meeting

Board attendees: Tom Martin, Jason Aronowitz, Rae Washburn, Michelle Beard, John Hoogenboom

Guests included: Rachel Goff-Valley Reporter, Pat Travers from Staff Sterling Management, Henry Erickson from Erickson Consulting, Clark Amadon- Interim Clerk of the Works, Kevin Beard, Cheryl Brown as assistant to the board

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

No one was present at this time for public comment.

Reports & Communication, Announcement –

Waterbury Rotary – Bill Kernan asked if there is anything Moretown needs that the Waterbury Rotary might help with. Discussion followed that the Moretown Historical Society is investigating cleaning up the “old schoolhouse site” on Honan Road. It might be nice to have a bike rack and gazebo at the site once it’s cleaned up. Rae will talk to the historical society members more about this.

Another thought was to also have a plaque at the Honan site listing all “old schoolhouse sites” in Moretown.

Jason mentioned the need for map work on the Moretown Common Cemetery. Cheryl will direct this to the Cemetery Commissioners for their thoughts.

Cleaning bids for the town office – Sasha Elwell and Mary Murphy were asked to give a price to “spring clean” the town office.

Rae suggested in the future, provide a scope of what services you want done so the work is clear to bidders.

Rae moved; seconded by Tom to hire Sasha Elwell to clean the town office for the price of \$250. All were in favor.

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Peter Lazorchak – Wilcox & Barton – During the wastewater permitting process, Peter exceeded his initial estimate of \$1400 for engineering services by \$1197. The work was necessary according to Bill Gallup, in order to get the permit.

The board signed off on the additional charges, approving payment of \$1,197.

Highway report from Tom –

Summer's work – Martin provided a good work plan. Tom plans to sit down with Martin next week to see how he expects the budget to work into the work plan.

There was a brief discussion about phase 2 of the Moretown Mountain Road reconstruction. There will be more discussion in old business.

Green-Up bags – Rae said there are still Green-Up bags on Jones Brook and wonders if the road department picked up any bags after the cleanup. Tom will ask Martin.

The board would like to publicly thank Mike Dimotsis for the hard work he does every Green Up Day.

Approval of the 5/4/15 meeting minutes – Michelle moved to approve the minutes of 5/4/15 with the inclusion of the following sentence as requested by Jason, relating to the Town Plan draft discussion (pg. 6) – ***“He (Jason) thought that the paving language was too restrictive – paving should be a consideration not only for safety concerns but also to improve functionality where appropriate”***. Rae seconded. All were in favor.

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OLD BUSINESS:

Moretown Mountain Road area 2 reconstruction of the village hill - Moretown did not get the VTrans grant that would have paid for 80% of the roughly \$140K project.

The town contracted with GW Tatro last year to do the work. There was no provision in the contract if the funding fell through but regardless, the board is committed to doing the work to fix the hill.

Rae said he felt comfortable in asking GW Tatro to postpone the project until next year, since the worst part of the hill was done last year. Rae indicated that there might be a price adjustment associated with holding off a year.

The town can apply again next year for the VTrans grant. The board approved that Rae call GW Tatro and ask them to consider holding one year.

Spillway Road - bridge concerns – The date of Friday, May 22 at 7:30 a.m. was set to meet with Mark Austin about his concerns with the bridge project impacting flooding of his property.

Town hall railing repair and step treatment – Tom reported that after research, Joe Gabaree indicated the price to repair the railing and to treat the cement steps would be a total of \$670. Tom indicated that he gave Joe the go ahead to get the work done.

Clerk of the Works for the new town office project – There were two bidders.

Pat Travers – Staff Sterling Management – Pat bid \$46,245 based on an hourly rate of \$90; estimated 12 hrs./wk. for 28 weeks, as was indicated as the need in the bid proposal, plus travel time and mileage. Pat said his bid reflects a worst case scenario. The cost could be significantly lower if no problems arise. Pat thinks the project looks pretty straight forward. Discussion included:

- The possible saving of overlapping the sidewalk work with the town office work. Certainly a possible savings in travel.
- What is the benefit to Moretown in hiring Pat for \$90 per hour versus Henry for \$70 per hour? Pat would not comment other than in general, that perhaps he (Pat) has more experience in project management.

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- Similar projects – Kill Kare State Park – extensive renovation - \$900K project; efficiency improvements; challenges with funding; and Stowe Family Practice - \$385K.

Henry Erickson – Erickson Consulting LLC – Henry bid \$27,900 lump sum bid plus \$70 per hour for additional services not in the contract. Henry’s price is based on at least 1 or 2 site visits per week; 10-12 hrs./wk., plus an on-call basis as needed. Henry also thinks the project is pretty simple. Discussion included:

- Henry will charge mileage only, no travel time.
- Similar project – Gardner Supply renovation clerk of the works.
- Conflict with costing the project for Maclay and now being clerk of the works of the project? Henry answered no. He will be working for Moretown. He is comfortable having a tough conversation with the architects or contractors if need be.
- Henry has no employees.
- Henry has lots of experience in cost estimating.

It was the decision of the board that deliberation regarding the two bids for clerk of the works, since the information will lead to a contract, warranted executive session.

Tom moved to enter into executive session at 7:22 p.m. to discuss contract negotiations, whereby premature general public knowledge would clearly place the town at a substantial disadvantage. Michelle seconded. All were in favor. Clark and Cheryl were invited to stay for the discussion.

Rae moved to come out of executive session at 8:35 p.m. Michelle seconded. All were in favor.

John moved to hire Henry Erickson as Clerk of the Works for the town office project, provided that he provides adds language to the contract to clarify what “additional task as directed by the Selectboard” means, and that the language is satisfactory to the board. ie: Henry will report to the board following each site visit; Henry meets any grant reporting requirements. Jason seconded.

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Vote: Rae abstained; Tom opposed; Jason, John and Michelle were in favor.
Motion passed. Henry Erickson will be the Clerk of the Works for the town office project.

Old Business continues:

Blodgett litigation – Discussion on a stipulation proposed to settle the Blodgett/Town lawsuit was received. The discussion required executive session.

Tom moved to enter into executive session at 8:46 p.m. to discuss the Blodgett litigation, whereby premature public knowledge would clearly place the town at a disadvantage. Michelle seconded. All were in favor. Cheryl was invited to stay for the discussion.

Rae moved out of executive session at 9:00 p.m. Michelle seconded. All were in favor.

Settlement - As a result of the executive session, Michelle moved to sign and approve the STIPULATION TO MODIFICATION OF STIPULATION OF SETTLEMENT between Calvin Blodgett and the Town of Moretown. Rae seconded. All were in favor.

Until Calvin Blodgett signs and makes the document official by filing it with the Court, the Stipulation will remain confidential.

There is a hearing planned for July 13th for a site visit and to hear testimony to lay out a public trail across lands owned by Calvin Blodgett. Once all is said and done, there will be an ordinance adopted relating to the use of a portion of trail 49.

New Business:

Establish Salaries and Benefits for 2015 –

Salaries - As in the 2015 budget are fine at this time.

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Insurance Benefits – Brought discussion as follows:

- What percentage do surrounding towns contribute to the health insurance costs? Jason will do a study.
- Are we mandated by law to cover domestic partners? John will find out what the law is.
- Currently the Personnel Policy does not address benefits for family plan insurance coverage as we have had no need for it, but the board needs to figure out what the town contribution would be and include it in the Personnel Policy.

Vacation Days and Sick Days – Benefits will not change from last year.

Holidays – To follow State holiday, Columbus Day will be removed as a town holiday. Bennington Battle Day will be added as a town holiday.

Payroll Advance Policy – A draft Payroll Advance Policy was reviewed and amended tonight and will be introduced at the 6/15/15 meeting, as an amendment (#26) to the Personnel Policy.

Sand hauling bids – Bids for hauling road sand were as follows:

White’s Heating Inc.	\$ 5.70 cy.
Adam Stone Trucking	\$ 4.99 cy.
Griffin & Griffin Excavating	\$ 5.75 cy.
Hallstrom Excavating	\$ 9.00 cy.

Tom moved; John seconded, to accept the bid from Adam Stone Trucking of \$4.99 cy to haul road sand, provided it meets Martin’s approval. All were in favor.

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Reviewed invoices and approved selectboard warrants as follows:

A/P Warrant # 15023

Ck # 16879-16887

Ck # 16908-16929

(Ck# 16888-16907 were voided do to a printer error)

A/P Warrant # 15024

Ck # 16876-16878

Payroll Warrant # 15024A

E-Ck # 1916-1926

Check numbers were verified as being consistent with the last warrant(s). Michelle will stop by the town office and take a look at the voided checks (16888-16907) for audit verification purposes.

Overload permits – Several overload permits were approved.

Curb Cut permit – A curb cut permit was approved for Brian Mohr. Rich Hallstrom has been doing a lot of logging in Moretown lately and the board is unsure whether or not he/his trucker has an overload permit. Before issuing the permit Rich Hallstrom must let the town know who is hauling his equipment and logs to be sure they have an overload permit to travel Moretown roads, or get an overload permit himself from the town if he is doing the hauling.

Tom moved to adjourn at 10:10 pm.