

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

Draft – Unapproved minutes of the 3/7/16 Organizational Meeting and Regular Meeting

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

Guests included: Martin Cameron, Jamie Wimble, Henry Erickson, Cheryl Brown as board secretary

Tom called the meeting to order at 6:00 pm.

Organizational Meeting

Nomination of Chair and Vice Chair – Rae nominated Tom; Michelle seconded. Being no other nominations John called for the vote. All were in favor. So voted.

Nomination of Vice Chair – Michelle nominated John; Tom seconded. All were in favor. So voted.

Appointment of board secretary – John moved to appoint Cheryl as secretary for the Selectboard; Jason seconded. All were in favor. So voted.

Vacancies in Town Offices:

 Lister – Tom moved to appoint Deborah Feldman and Cherilyn Brown as a Moretown Lister; Michelle seconded. All were in favor.

 Auditor – Michelle moved to appoint Rita LaRocca as auditor; John seconded. All were in favor.

Various 2016 Selectboard Appointments – Tom moved to make all other appointments as listed below; Rae seconded. Discussion from Jason about appointing Eric Howes as Fire Warden. Vote: All were in favor.

2016 appointments are as follows:

2016 Select Board Appointments

Fence Viewers:	Robert Wimble, Jonathan Siegel
Agent to Convey Real Estate:	Sheila Getzinger
Town Hall Rental Coordinator:	Cherilyn Brown
Town Hall Custodian:	Becky Ciampi
Tree Warden:	John Hoogenboom, Eric Howes Alternate
Fire Warden as appt'd by State:	Eric Howes
Inspector of Lumber, Shingles, Wood & Coal:	Charlie Abare Sr.
Service Officer:	Deborah Feldman
Health Officer:	Richard Valentinetti
Town Attorney:	Paul Gillies; Charles Merriman; Patrick Bernal; Ron Shems & Richard Saudek
Newspaper of Record:	Times Argus and/or Valley Reporter
Mad River Resource Solid Waste Alliance:	Jonathan Siegel, Doug Reed-Alternate
Animal Control Officer & Poundkeeper:	Shane Grace
Zoning Administrator:	JB Weir
Website Administrator:	JB Weir
Select Board Secretary:	Cheryl Brown
E-911 Coordinator:	JB Weir
Energy Coordinator:	Jay Pilliod
Emergency Management & Civil Defense Mgr.:	Steve Smith
Moretown's Rep. Mad River Planning District:	John Hoogenboom
Central Vermont Regional Planning Commission:	Joyce Manchester - TAC 12/1/14 Dara Torre – Alternate to TAC
Representative for Moretown:	Dara Torre – CVRPC Joyce Manchester – Alternate to CVRPC
Investments Advisor:	Don LaRocca
CVSPAB (CV State Police Advisory Board):	
Ridge to Mad River Watershed Committee Rep.:	John Hoogenboom
Housing Needs Committee:	Clark Amadon, Chairman
Listers:	Mike Woods (elected 2015) Deb Feldman (appointed 3/7/16) Cherilyn Brown (appointed 3/7/16)
Auditors: Three offices:	Rita LaRocca (appointed 3/7/16)

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Establish Selectboard meeting schedule; public comment guidelines; whether or not the chairman will vote on issues – Michelle moved; Rae seconded on the following.

- Meetings will remain on the 1st and 3rd Monday of each month unless it falls on a town recognized holiday, in which case the meeting will fall on the 1st Tuesday following the holiday
- Public Comment period will remain the same – begin at 6:05 and end at 6:20 unless otherwise notated on the meeting agenda
- The chairman will participate in voting

All were in favor.

Authorized signers – Michelle moved; Rae seconded that Tom and John be authorized signers of warrants when no quorum is present. All were in favor.

Library Commissioner appointments – John moved; Michelle seconded that Jamie Wimble, Elizabeth Burt, Karen Sharpwolf, and Chris Costello be appointed as Library Trustees until the 2017 town meeting. All were in favor.

Regular Meeting begins

Public Comment Period –

Jamie Wimble - commented as a town's person, she would like the Selectboard to consider bringing the Librarian's salary up to at least that of a lister (\$15.38).

Tom explained that the board will set salaries on April 4th, and Jamie's request is noted.

Martin Cameron – said he came in tonight for the discussion regarding the River Road complaint from Carol Gyscek about the stone put on the road causing a flat tire, and her request that the town pay for the tire.

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Tom relayed his conversation with Carol shortly after her complaint, figuring personal contact was good. He was disappointed by Carol's Front Porch Forum article. Discussion followed about whether or not the town should pay for the tire, and about the material used to fill in the ruts. There have been no other complaints of flat tires, and the material used is State approved. The town will not reimburse Carol for the tire.

Other highway business –

Mailboxes damaged during snow plowing - will be fixed if they are directly hit by a town snowplow. They will not be replaced by the town if they fall over from snow hitting them, as that meant they were unstable to begin with.

Discussion followed about having a mailbox replacement policy, and if a policy is needed. Martin will look over a draft provided by Michelle.

Gallagher Acres is an especially difficult area to snowplow. Martin would like to see a community mailbox area.

Excavator repair - Munson is repairing the excavator. There has been no quote yet as Munson had to do testing to see what exactly the repair entailed. Martin will contact Munson again.

Henry Erickson re: Town Office project – Blower door testing was done on the new town office and found to be extremely tight, exceeding the specification requirements.

Change orders 13, 14, & 15 were reviewed.

#13 for \$3,845 regarding the septic pump – Henry said the control panel was not included in anyone's contract therefore he has created change order # 13 for \$3,845 for the town to pay. The board has questions about how a septic pump should include the control panel. Henry said he had a conversation with Bill Gallup, and Bill agrees the control panel was not included in anyone's contract. The board will ask Bill to come into the next meeting for further clarification of change order #13. The change order was not approved.

#14 for \$339 - regarding special template for a commercial door. The change order was not approved.

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#15 is a \$500 credit for an over contract invoice from Vt. Testing. Ruggco authorized Vt. Testing do the work. Ruggco credited the town for the over quote. The change order was approved. Vt. Testing invoice will be paid reflecting a credit from Vt. Testing for \$424.75 and the Ruggco credit of \$500.

Vault fire suppression system – The State says if the vault has a heat/cool unit for humidity control, a fire suppression system must be installed. The heat/cool unit is \$6,000 and the chemical fire suppression system is \$14,000, so a total of about \$20,000 would be added to the contract pricing. Bill is talking to the State about getting a variance for the need for a fire suppression system. The board will talk with Bill about that as well when he comes in.

Clerk of the Works contract – Henry’s contract was for 9 months, and runs out in April. There was a delay in the project. The anticipated completion date was September of 2015. The latest completion date is June 2016. Henry quoted \$8,100 for an additional three months to stay on as clerk of the works. Members of the board would prefer paying a per hour price. Henry does not want to do an hourly contract.

After further discussion Henry agreed to be clerk of the works until project completion no matter its length, including through the punch list, for \$8,100. The board agreed to those terms. Henry will forward a contract addendum for signatures, and he will provide the board with a progress report with each invoice.

Reports & Communication, Announcements –

Notice of Alleged Violation of SWIP revisions – John Malter has or will soon, submit the Solid Waste revisions to ANR so Moretown is in compliance.

Suncommon’s response to the Town’s comments to PSB – The board commented on Landscaping; Decommissioning the site; and Extending the Public Comment period. Michelle will respond to the comments, requesting a copy of the decommissioning contract for recording into the land records.

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Tom re: contracting again with Washington County Sheriff – Tom reported that Duane called him wondering if, with all of the salesmen etc. in the area recently calling on people, it might be worthwhile to contract with Washington County.

The board discussed the lack of control the town has over where/when the sheriff patrols, so having a contract with them isn't really worth the money.

John – Ecosystem grant opportunity - reported sending information on an Ecosystem Restoration Grant opportunity to Dara for the Planning Commission to review.

John reported on the High Meadows Fund Stormwater grant – have been working with Stone Environmental for consulting services. Ideally the road crew will be involved.

Rae – Building Maintenance – Rae agreed with Hoover Austin's comments at town meeting about having a written maintenance plan for all town buildings. Rae will work on that.

FEMA money for bridge expenses – Fema has approved and signed off with the State to release +/- \$280,000 be sent to the town for full expenses incurred to replace the Bridge Road bridge. The board wanted it reflected in the minutes that this happened because of the hard work and persistence of Cheryl.

OLD BUSINESS:

Investments - Jason is finding out if the town can take advantage (piggyback) in the State of Vermont investment options.

Short Term Disability quotes – as provided by Craig Eilers were reviewed. Tom moved; seconded by Jason to go with Lincoln Financial Group through VLCT to provide the four full-time employees with short term disability insurance as quoted. All were in favor.

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NEW BUSINESS:

New rules for Worker’s Compensation – Last month during an insurance audit the town was made aware that anyone who works for the town must have workers compensation insurance, even if that contractor is a sole proprietor. In the past contractors were able to sign a “non-employee” work agreement in lieu of the WC insurance. That is no longer an acceptable option. The new guideline is due to clarification from the Vermont Department of Labor (VDOL) Worker’s Compensation guidelines that our insurance (PACIF) is now following.

Currently the Cemetery Commissioners are in the second year of a three year contract for mowing the cemeteries. The contractor currently does not have WC coverage. The board will ask the Cemetery Commissioner to attend the next meeting to talk about this matter.

Tax Sales – Email from Craig Eilers regarding properties going up for tax sale. Discussion was tabled until the next meeting.

Approval of Minutes:

2/1/16 – John moved; Rae seconded to approve the minutes of 2/1/16. All were in favor.

2/22/16 – Rae moved; John seconded to approve the minutes of 2/22/16. Jason was uncomfortable with the wording related to the Howes Solar Array. After discussion changes were made to include: **Add Both Jason and the Town immediately filed a correction to that error. And delete: That was not the case.** Vote: All were in favor to approving the minutes with the corrections.

Documents for approval:

Several overload permits

Memo was approved to asking Cherilyn to transfer all monies from the town office reserve to the general fund to pay expenses related to the project.

Curb Cut for H & H lot # 21.

Duxbury Fire Contract.

Warrant #16013 and #16014 were approved.

Meeting adjourned at 10:00 p.m. All were in favor.