

Town of Moretown
Office of the SELECT BOARD

DRAFT – Unapproved minutes of the 6/4/12 selectboard meeting

Members present were: Tom Martin, Clark Amadon, Michelle Beard, John Hoogenboom, and Reed Korrow arrived at 6:30

Guest included: Meriden Nelson, Dick Valentinetti, Raymond Munn, Pat Cox, Scott Sainsbury, Rae Washburn, Pat & Mark Austin, Evan Detrick, Becky Ciampi, Don LaRocca, Cheryl Brown as board assistant

Public Comment:

Meriden Nelson – suggested the town get bids to haul road sand versus the road crew hauling it. He thinks it would save the town money.

Tom told Meriden he already had prices from contractors to haul sand, but the town will most likely put out bids. He will get more information on prices and share them with Meriden.

Meriden said the town roads need gravel this year.

Tom agreed, and told Meriden the board has already talked about adding gravel to the roads.

Dick Valentinetti – came in because he wanted permission from the selectboard to contact Paul Gillies for legal options regarding the health problem at the Commons apartments.

The board approved the consult with Gillies.

Raymond Munn – asked why the listers aren't working out of this office; why his wife Rachel's last name hasn't been changed to Munn yet on the paperwork; the website needs to be updated; the odors from the landfill are bad.

Approval of Minutes:

5/21/12 – John moved; seconded by Clark, to approve the minutes of 5/21/12. John, Tom and Clark were in favor. Michelle abstained from voting as she was absent for this meeting. Reed hadn't arrived yet. Motion passed.

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Reports & Communication, Announcements:

Stuart Grandfield’s resignation – Stuart Grandfield submitted a resignation, effective June 8, 2012.

Clark moved; seconded by Reed to accept the resignation of Stuart Grandfield. All were in favor.

Chris Rockwood – One of the appraisers working for APAS and participating in the town-wide appraisal, passed away over the weekend.

Karen Horn – Letter from Karen requesting appointment to fill the vacancy on the Planning Commission.

Clark moved; seconded by Michelle, to appoint Karen Horn to the Planning Commission for a term of four years. All were in favor.

AFG Fire Fighters Grant - Notification of over 100 Vermont towns that received AFG grants since 2001. Moretown was not on recipient the list. The board will ask Sean to come to the next meeting to talk about the fire department applying for grants. Currently there are two grant opportunities available.

Overview of flood expenses – Moretown has received \$717,390.44 so far from FEMA and the State, with another \$40,000 owed for progress workorders (PW) submitted but still in progress. PW’s for the box culverts purchased, totaling \$86,000, have not been written yet. FEMA paid 90% of the expenses for flood repairs to roads and bridges, and the State paid 5%, making the total reimbursed 95%. Hopefully the State will pay an additional percentage. To date the town has paid \$798,533.93 for road and bridge repairs, including \$86,000 for the two box culverts on Ward Brook Road. The Line of Credit balance is about \$81,500. \$50,000 was budgeted in 2012 for flood costs, so the town is within budget.

Evan Detrick – DuBois & King re: Bridge 41 - Evan provided plans for the new bridge, saying the bridge was moved to maintain traffic across the river. He has a permit from the State of Vermont for a single lane bridge. The old abutements will be moved – the new bridge will be 130’ (the old one was 108’) – a pre-fab steel bridge – USGS is on board – the bridge is designed per State Standards for tractor trailer trucks – and will be a pony truss style bridge – Austin’s side of the river will not be impacted – Sainsbury’s side will require tree removal and “grubbing material” will be installed for bank stabilization.

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Pat Cox delivered a “Notice of Intent to Appeal Bridge Construction” to the Board written by Heather Jarvis of Cheney, Brock & Saudek, and gave an overview of its contents, requests, and suggested actions, which include the following:

1. Preservation of the huge 50’, 100+ year old willow and other trees: If the willow and other trees are destroyed comparable replacement trees (of similar age, type and size) need to be agreed upon and included in the bid process.
2. Right-of-way for Bridge Road: When laying out the right of way necessary to move the bridge and taking occurs, the town must compensate the resident, follow V.S.A 19 procedures for the road change, and guidelines following Moretown’s Road and Bridge Standards.
3. Managing the impact of contractors’ vehicles, equipment, materials: If contractors propose to use the outdoor riding arena for parking and storing their equipment and materials, they need to include rental of the space in their bids.

Pat thinks specifics are needed in the contract, and an outline of what the town is willing to do in writing for landscaping, and that it should be part of the bid process.

Tonight’s discussion included:

- Evan needs approval for the bid document before moving forward
- The town road will be moved about 33’ to accommodate moving the bridge, so easements will be needed from Austin and Sainsbury
- Keeping the natural landscape is important. Evan thinks the contractor will get the intent to create a natural looking landscape.
- A swath of river bank needs rip-rap repair in an eroded area
- The only landscaping in the bid packet now is grading and re-seeding.
- It was suggested that the town place a dollar amount they are willing to spend for landscaping and put that number in the contract.
- Evan suggested incorporating right of way damages and let the Sainsbury’s handle the tree/ landscaping.
- Reports of damage that were done to Sainsbury’s fence and Austin’s lawn that have not been repaired yet, from when the temporary bridge was installed.
- Line of site for Austin’s for vehicles coming off the bridge
- Meriden Nelson agreed to be the “Clerk of the Works” to oversee the bridge project

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- Who will own the land where the old bridge was once the easement is done? Most likely the landowners – Austin and Sainsbury - as a trade-off for the right of way adjustment.

Town Hall flood repairs – Rae Washburn and Becky Ciampi –

Becky said as long as there are no grease laden vapors there can be a full operating kitchen at the town hall. Becky has a report from the Fire Marshall she will forward.

Rae asked about the bid opening for the town hall repairs – should the selectboard open them? Yes, bid opening will be on July 2nd at 7:00 p.m. at the selectboard meeting. The expectation will be that the work be done in two weeks after the bids are opened. Rae is meeting with contractors that will be invited to bid, on Thursday of next week.

Rae asked if repairs will be made to the upstairs ie: the floor, molding, front door, windows and sills, bulletin board, etc. Discussion followed that there is around \$12,000 in the town hall repair fund that could be used for the upstairs repairs. He will send a spec sheet by Monday, June 11th for the board to review.

Where are the tags that were on the chairs destroyed at the town hall?? Cheryl will ask on Front Porch Forum if anyone knows. The board would like the tags put onto the new chairs.

Investment Policy – Don LaRocca – Don asked if after looking at the material he left two weeks ago, the board wants him to proceed with outlining an Investment Policy for adoption. The board wants Don to proceed, and all votes on decisions must be unanimous in the investment policy. The selectboard will appoint an Investment Committee that will govern the Investment Policy who will report investment opportunities to the board. The selectboard would have the ultimate decision on any investing.

Savings Reserve Fund Policy:

- A. A minimum of 25% of the Moretown Landfill tipping fees will be contributed yearly to the Savings Reserve Fund.
- B. Investments will be a combination of vehicles – ie: bank, broker, self directed, managed.
- C. The percentage of money to be invested – depends on the choice in B.
- D. Establishment of an Investment Policy – held aside
- E. Structural Considerations:
 1. Partial Trust or Endowment – with cap % to be determined etc.
 2. Selectboard will consider to reinvest/pull-out/leave etc. on an annual basis

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3. Selectboard will consider investment of income from principal on an annual basis
 4. Distribution will be on an annual basis
 5. Approval and Amendment of Policy will be unanimous vote of the selectboard
- F. Investment Governance – The selectboard will appoint an investment council to govern the Investment Policy and to report to the selectboard and townspeople at public forums.

John moved; seconded by Tom, to approve the Savings Reserve Fund Policy be drafted as shown above for adoption. All were in favor.

Don will come back in on 6/18/12 with a formal Savings Reserve Fund Policy.

OLD BUSINESS:

Class IV Road Maintenance Policy - Clark reported, Karen Horn verified that if the town discontinues maintenance on a road, private or town owned, mortgage companies cannot pull a person's mortgage.

Chris Joyal is gathering maintenance history on class IV roads and once they have that information, will decide road by road what the town will do for maintenance going forward.

Road Foreman/Commissioner needs – Reed reported that Norm Andrews is currently managing the road crew. Summer's work was discussed. Norm will be reviewing the road work plan outlined by Stuart, later this week with Rodney and Martin, and he will be meeting with Chris Joyal on Wednesday afternoon.

TH #05 bank slide repair – Reed reported that Norm is still working on a repair plan and associated costs to fix the bank slide. He should have the information for the next meeting.

Emergency Management training - Michelle reported that she is in the process of taking NIMS and Emergency Management training.

Liaisons for Moretown boards/committees - Liaisons will be assigned at the next meeting, until then John will act as liaison for the Health Officer in case something comes up and Dick needs help in the next couple of weeks with the Commons issue.

Town office committee report – Clark reported that the committee is down to four sites; Kingsbury, the recreation field, the old town office building site, and the Moretown Landfill site. They plan to have a summary in July and a public forum in August. Ray Daigle suggested bringing in a design/professional to study the four sites and come up with costs associated with each site.

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Blodgett trail survey – All of the land records won't be back for another month or so. Cheryl will contact Paul Gillies to see if he feels confident enough to get the title search work done with what we have now, so that the site visit/road layout process can move forward and the survey can be finished.

More on Road Foreman/Commissioner needs –

Reed moved; seconded by Clark, to enter into executive session at 9:30 p.m. to discuss labor relations agreements for a road foreman where general public knowledge would place the persons involved, and the town, at a disadvantage. All were in favor. The board's assistant was invited to stay for the discussion.

John moved; seconded by Tom, to come out of executive session at 9:55 p.m. All were in favor.

New Business: None

Invoices were reviewed and warrants were approved.

Other documents approved were:

Certification of Approved Location for a Salvage Yard – for R. Brown & Sons, Inc. junk yard on Route 2 in Moretown

Town Health Officer recommendation from the Vt. Dept. of Health – Dick Valentinetti was recommended

HP Fairfield – contract for mower rental to mow the roadsides.

Overload permits

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