

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

**Draft** – unapproved minutes of the 10/21/13 selectboard meeting

Board members present were: Tom Martin, Rae Washburn, Reed Korrow, John Hoogenboom, Michelle Beard

Guests included: Karen Sharp Wolf, Clark Amadon, Jamie Wimble, Carl Wimble, JB Weir, Danny McHugh, Martin Cameron, and Cheryl Brown as board assistant

Tom called the meeting to order at 6:00 p.m. and gave a brief overview of tonight's agenda.

**Public Comment:**

**Karen Sharp Wolf** came in to talk with the selectboard about the town and school working together to save money overall, such as contracting jointly for trash removal, snowplowing services, etc. Karen was concerned that by a contractor maintaining the school yard instead of the town, that if there were to be an emergency it wouldn't be taken care of in a timely fashion.

Tom explained that last year (2012-2013) the town agreed to snow plow the school parking lot on a trial basis, and found that because of the additional labor and material involved it was quite costly and the town was not reimbursed, therefore the board decided not to plow it this year. The town also cut back on its snowplowing services to class IV roads, thereby negating the need to hire temporary help. Tom assured Karen that if there were an emergency the town would certainly take care of the school yard, and that the selectboard will gladly work with the school to cut cost wherever possible, in fact the school directors and Duane Pierson plan to attend a selectboard meeting later this fall about cost sharing ideas. As far as trash goes, MLI is still paying for trash removal at the town garage so the town has not contracted for that service. The library is welcome to use the highway dumpster.

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**Jamie Wimble** – came in tonight to speak about the dangerous intersection at the Moretown Mountain Road/Route 100B junction. Jamie wondered if the selectboard could petition the State of Vermont to install a 4-way STOP sign.

The board thought that was a great idea, and Cheryl will contact the State with the request.

Jamie also mentioned that having a 4-way STOP sign at the junction of Howes Road and Common Road would be a good idea, but the safety of the 100B intersection is first on her list.

### **Approval of Minutes:**

**10/7/13** – Michelle moved to approve the minutes of 10/7/13 as written. Rae seconded. Reed, Michelle, Rae and John were in favor. Tom abstained as he was absent for the meeting. Motion passed.

### **Reports & Communication, Announcements -**

**Resignation of Karen Horn as Energy Coordinator** – Karen forwarded a letter of resignation as Energy Coordinator, along with a recommendation that Jay Pilliod be appointed to take her place.

John moved to accept the resignation of Karen Horn as Energy Coordinator. Michelle seconded. All were in favor. The board requested that Karen be sent a letter of thanks for her service on the Energy Committee.

**Appointment of Energy Coordinator** – Tom moved to appoint Jay Pilliod as Energy Coordinator. John seconded. All were in favor.

The board will invite Jay to come in and talk about plans for the energy committee.

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**National Emergency Grant Vt. Dept. of Labor** – An email was received from Sharon Habel of the Dept. of Labor, notifying the town that there are still funds available from a grant to assist in recovery efforts due to damage from storms in 2011. Martin and Clark will call Sharon to see if flood related projects they know of are eligible for the free labor.

**Cutler house for sale** – John reported that the Cutler house is still for sale and the price has been reduced to \$85,000.

Discussion followed that although it would be beneficial to own the house when planning the reconstruction of the dangerous intersection by the house, but with the landfill closing the town is faced with a money crunch.

**“Welcome” signage on each end of the village** – There was discussion again about having “welcome to Moretown” signage on each end of the village. The board noted that this has been a topic of discussion for several years.

Cheryl will call Wood & Wood for a quote for nice wooden signage.

**Clark Amadon re: review bids/select contractor for environmental study; 10/29 public hearing; other project related business -**

**Bids** - Requests for bids went out in September to do an environmental review for the property that will house the new town office. Five companies requested bid forms; two bids were received. Bids were as follows.

DuBois & King Inc.	\$4,500
McCain Consulting, Inc.	\$1,500

Because of the difference between the bids, Clark passed them along to Bill Gallup of Maclay Architects to look over to be sure the services outlined in McCain’s bid met the grant requirements for the E. Review. After comparing the bids, Bill Gallup recommended that the town hire McCain Consulting.

Michelle moved; Rae seconded to hire McCain Consulting to do the Environmental Review for the town office project, for a sum not more than \$1,500. All were in favor.

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**Public hearing** – Clark gave an overview of the agenda for the 10/29 public hearing for the town office project.

Clark said the topic of a high-water mark from the 1927 flood that is in John Schultz’s house, may come up at the public hearing. He said he heard that there were concerns about the elevation for the new town office compared to the 1927 flood mark in Schultz’s house, so he did some investigating. After speaking with John S. who relayed information about a dam that was in the area of the clapboard mill in 1927, who thinks the dam caused water to back up in the village to back-up during the flood, and after talking with Maclay Architects about the waterproofing measures/proposed elevation in the conceptual designs, no further elevation study will be done.

**Define ownership of the “playground” site** – Cheryl will contact Paul Gillies for the status of his title search to determine if the town and school own the land jointly where the new town office building will be built.

**Danny McHugh re: flags in the village** - Danny said he tried fundraising to buy new flags, but wasn’t successful or comfortable doing it, so now he is coming to the selectboard for their thoughts about budgeting for flags that need to be replaced. Currently there are 16 flags – from Moretown Mountain Road to Hurdle Rd. The board would like Danny to count the poles and let them know how many more flags would be needed to include flags to Dickerson Road. Each flag and pole cost about \$45.

**JB Weir – Zoning Administrator report/business** – Discussion included:

- The zoning applications have been updated
- Some of the old zoning permits that were in storage shed have been retrieved and JB has filed them in the zoning file.
- Zoning permits issued to date are pretty low. JB is concerned people are building without permits, not necessarily homes but additions, decks etc. The board suggested JB be more visible if possible.
- JB reviewed the history of odor complaints from businesses on Route 2, to familiarize himself as zoning administrator with the history.

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- JB reported that on one particular day he noticed compost odors were very strong at the town offices. He received comments from others in the town office about the smell being worse today, and so he placed a call to Barb Schwendtner at ANR Solid Waste to let her know about the odors, thinking the State could address the issue. A short time later Lisa Ransom and Scott Baughman came and introduced themselves to JB as owners of Grow Compost, eventually stating that Barb Schwendtner had contacted them about JB's phone call to her about compost odor. JB later called Barb Schwendtner curious as to why she would give out the name of someone who called her about an odor problem, to which he was told that if you give a name when you call its public knowledge. When asked if she had come to investigate the odor, he was told no. JB wonders if the procedure in which the odor complaint was handled by Barb is ANR protocol.

The board is also confused why the name of a person who calls in an odor problem is given out. A few months ago the board asked Barb for a list of all odor complaints in Moretown that had been called into ANR, and the town was denied. There was discussion about the town contacting ANR for clarification that all property owners of businesses, that are the subject of odor complaints to ANR, are contacted directly by ANR about the call, and that the name of the caller is revealed. The board doesn't have a problem with individuals employed by the town calling ANR about any odor that is offensive to them the board just want to know that ANR protocol regarding odor complaints is consistent.

## **OLD BUSINESS:**

### **Capital Budgeting/Investment for 2014** – Discussion included:

- Having a 10% reduction in the 2014 town budget would be good.
- Letters have been sent out to department for budget requests.
- Cutback on weekend snowplowing etc., to reduce overtime.
- Clear reports in the Town Report of road projects reflected in the town budget.

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- Possible article to buy a new tandem truck, trading in the 2007 tandem that has been a “lemon”, and continues to cost the town money for repairs.
- Michelle will look at the budget detail for 2013 to see where possible changes can be made.
- John will prepare more for capital budgeting and investing for the next meeting.

**Tipping fee litigation update** – Nothing new except that MLI’s attorney will contact the town’s attorney on Wednesday to talk about the most recent correspondence sent to MLI from town.

**Revisions to the Class IV Road and Trail will be added as follows:**

**7. Disaster or Emergency Maintenance:**

In case of a disaster or an unforeseen emergency event, the town will restore a class IV road or trail to its pre-disaster condition.

**8. Use of Free or Donated material:**

The Road Foreman may haul and place free or donated materials onto class IV roads or trails as he sees fit, after the approval of the selectboard.

The next review of the Class IV Roads & Trail Policy will be in September of 2014.

**Martin Cameron came in tonight to talk with the board and report the following:**

**Herring / Lynch trail** – Martin reported that Bruce Dunbar is doing work for a landowner of property on the trail, and he suggested asking for permission to install a gate to block vehicle access, to make it easier to access the property for maintenance without having to move cement blocks.

There was discussion that the town placed cement blocks at the entrance of the trail to prevent vehicle access during mud season, but those blocks have now been moved; the town is not required to provide public to trails by motor vehicles. The decision was that the trail cannot be blocked so that a horse or bicycle etc. can’t use it, so the cement blocks as they are now (open to all traffic) will remain. Martin will let the Sargent’s know the decision.

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**Kelley Brook trail** – Martin said he plans to do the waterbar work in the spring or if it should be done sooner we could contact Mr. Coons to fix the work he did to the trail. Martin believes the work was done about three years ago. The board told Martin to do the waterbar work at his leisure.

**Bid for engineering design for an erosion repair on the village hill** – Martin reported talking with Tom Anderson about an erosion problem on the village hill. Tom said there is money left from 2013 grants, that he could contribute for engineering design cost to repair the erosion. Bids are due 11/4/13, and will be opened by the selectboard later that evening.

**South Hill Road resurfacing** – The resurfacing project has been finished.

**Road Surface Management System (RSMS)** – Martin said a road inventory was done and has been loaded onto the RSMS system at the town garage. He thinks he will get some useful information with its use.

**Host Agreement between MLI and the Town** - There will be no host agreement done until/unless cell IV becomes a reality. This may have an impact on the town receiving rock in 2014.

**Herring Brook waterbars** – Waterbars put in by one of Fountains Forestry contractors have been repaired to the town’s satisfaction.

**Highway employee business** - Martin had a sensitive employee issue that he needed to talk with the selectboard about.

Tom moved at 8:15 p.m. to enter into executive session to discuss personnel matters whereby premature public knowledge would clearly place the person involved or town at a disadvantage. Reed seconded. All were in favor. Martin and the board’s assistant were invited to stay for the discussion.

Tom moved at 8:25 p.m. to come out of executive session. John seconded. All were in favor.

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**Elevator repair** – The town hall elevator is up and running. The board wants to have Town Meeting at the town hall this year, and will request that Cheryl schedule a BCA meeting and that it be in the evening.

**Trash dumping** – There have been two recent reports of illegal dumping, along Cobb Hill Road and on the backside of Moretown Common Road, some of which appears to be motor oil/fluids; car seats; tires etc. The board cautioned Martin on pickup up any fluids that he doesn't know what it is, but rather call the State to pick it up.

New Business – none tonight.

Invoices were reviewed and warrant # 56 and #57 were approved.

**Other documents for signatures –**

**The Project Commitment Form** – As authorized official for the sidewalk project, Michelle signed the Project Commitment Form for the grant.

**Service contract for the elevator** – The board signed a one-year service contract with Access Mobility to do an annual service of the town hall elevator. The price for the contract is \$350.00 per year.

Michelle moved; Rae seconded to adjourn at 9:00 p.m. All were in favor.