

Town of Moretown
Office of the SELECT BOARD

DRAFT – Notice of unapproved minutes of the 11/3/14 Selectboard meeting

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

Guests included: Martha & Tom Douglass, Ruth Van Heuven, Cherilyn Brown, Stephen Smith, Rachel Goff, Don LaRocca, Cheryl Brown as assistant to the board

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

Public Comment:

Ruth VanHeuven – asked if the selectboard would consider putting the blue stone currently on the elevator entrance on top of the new cement, adding the stone in such a way that it was incorporated on top of the wet cement so it wouldn't cause problem. Ruth said additional blue stone would need to be purchased, and estimated that cost to be about \$120.

The board will ask Joe Gabaree about adding the stone, and defer to his recommendation.

Cherilyn Brown – came in about a request from a member of the Evelyn Goss family to rent the town hall for a family gathering the day after Thanksgiving.

The board supported waiving any rental fee because of the Goss family's years of volunteer service to the Town of Moretown.

Rae moved; seconded by Michelle to waive any rental fee associated with the Goss family gathering later this month. All were in favor. The insurance clause in the contract must be met.

Approval of the Minutes of 10/20/14 – Michelle moved; seconded by Reed to approve the minutes of 10/20/14 as written. All were in favor.

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Reports & Communication, Announcements –

Moretown Mountain Road reconstruction – Cody Marsh of G.W. Tatro asked if the town could grade the newly constructed portion of the road prior to Thursday’s paving. Martin was ok with that but wanted the approval of the board before committing.

The board approved. Cheryl will email Cody and Martin.

Loretta Keene – called the selectboard regarding an incident with the road crew working on Hathaway Road. Loretta claimed the road crew was working on the road without proper signage.

Reed will follow-up with Martin.

Library association with the Town – During a recent town hall rental, questions came up about whether or not the library is legally considered a “town” library, which would have required by a vote. The town can still fund the library but in actuality the library has its own funds (donated, grants etc.) and its own trustees who determine how monies are spent etc. The town should not be handling the payroll, showing the payroll under the town’s EIN etc., according to lawyers at VLCT. According to old records, the town library was discontinued in 1916. Research needs to be done to see if the library was ever reestablished by vote, and if not, perhaps that needs to happen in March.

Michelle will email the library trustees about the discovery and let them know that some “housekeeping” via a town meeting article may be necessary if the library is to become a “town” library. Discussion will continue at the 11/17 meeting.

Steve Smith – fire department budget and articles for 2015 – The fire department is proposing two town meeting articles: 1.) \$275,000 to buy a new tanker truck; and 2.) \$34,000 to buy new air packs for the fire fighters.

Truck - Discussion included: the number of tankers we have now; the age; condition; maintenance schedule; finding a used tanker and about applying for a grant. The board asked Steve to provide them with a copy of the vehicle maintenance schedule; and for a current quote for the new fire truck.

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The board plans to make a decision at the next meeting whether or not to have a town meeting article. In the meantime, the grant period opens this week and the board wants the fire department to apply for a grant for the truck. If there is a town meeting article and it was approved by the voters, the truck would not be ordered until after the grant award date has passed. Cherilyn will look into financing options.

Air packs – There was discussion about how many air packs the department has now; how many people are on the roster; the number of fires per year, and what equipment these new Scott packs will replace.

The board asked Steve to supply them with an inventory of what we have for fire equipment now. There was \$12K put into the Capital Budget for 2015, 2016, and 2017 to buy new fire equipment.

The board plan to decide at their next meeting whether or not to have a town meeting article.

Budget Request – Steve explained his budget request to the board. Steve's budget proposes a small stipend for each fire a fire fighter responds to.

The final decision on all budget requests will be determined shortly after the first of the year.

The association between the town and the fire department also needs to be clarified at some point.

Don LaRocca – Investment Advisor – Don provided a summary of where we are at this point with investing from the savings reserve fund. The summary included investment options and a recommend from him as investment advisor. There was discussion: how much to invest; how to invest (short term; mid term; long term) to maximize our return.

Don also provided a revised Investment Reserve Fund Policy, revised to meet the needs of Merchants Trust investment standards.

Tom moved to approve the revised Investment Reserve Fund Policy for Merchants Trust; Reed seconded. All were in favor.

Michelle moved to invest \$500,000 with Merchants Bank broken down as \$50,000 in short term allocation and \$450,000 in mid term allocation; Reed seconded. All were in favor.

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OLD BUSINESS:

Fines for unregistered dog – The board will move forward and fine the owners of dogs still unregistered as of 11/1/14.

Town contribution toward health insurance – The contribution that the town will make toward the employee’s health insurance premium and deductible will be structured the same in 2015 as it was in 2014.

Use of the town’s equipment by Martin –The payment to the town for private use of the excavator by Martin, will be resolved by the next board meeting.

New Business:

Sidewalk engineering design bids – Four proposals for engineering the new sidewalks in the village were received and scored. Bids were then opened and compared to the scope of work; in-house services provided (ie: archeological; surveying etc.). The decision was to recommend that the selectboard hire Lamoureau & Dickinson to do the engineering/design work.

The Local Project Manager Pat Travers will attend the 11/17/14 and make the formal recommendation. Project completion is scheduled for the spring of 2016.

Buy-Out of the old town office by FEMA – An agreement between FEMA and the Town was provided by the State of Vermont, to follow through with the next phase of the buy-out. After deducting the amount received from insurance, the town will receive about \$20,000 from the buy-out.

There was discussion about what to do with the building. It seems the “red tape” needed to do anything but demolish the building, isn’t worth the benefit so the building will be demolished in the near future. A grant to make the vacant lot a park has been applied for. Cheryl will check on the status.

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New town office project – There was general discussion about the project moving forward with the design stage and about requesting bids to hire a project manager once the design phase has been completed. The question came up about an increase in the project cost, according to an invoice from Maclay Architects received recently. Tom will talk with Clark Amadon for an update on bidding for a project manager and about why the increase in project costs.

Historical Society event – Rae reported that the Historical Society is planning a Valentine event. More information will be available soon.

Executive Session - The board needed to follow up on an employee labor related matter and found that the topic warranted discussion in executive session.

Tom moved to enter into executive session at 8:12 p.m. to discuss an employee agreement matter which would clearly place the employee involved at a substantial disadvantage; Michelle seconded. All were in favor.

The board assistant was invited to stay for the discussion.

Tom moved out of executive session at 8:20 p.m.; Michelle seconded. All were in favor. There was no action taken as a result of the executive session.

Review invoices/warrants:

A/P warrant # 56 – check # 16454 – 16470

A/P warrant # 57 – check # 16471 – 16478

Payroll warrant # 58 – check # 16479 – 16485

e-check # 1777 – 1786

Check numbers were verified as being consecutive with the previous warrants.

Documents approved tonight:

Investment Reserve Fund Policy for Merchants Bank

Merchants Bank line of credit for the flood, renewed \$257,198.03 (about the amount of payment still pending from FEMA/State)

FEMA Buy-Out Agreement

Sidewalk project reimbursement of expenses \$648.00

Town hall rental fees waived – Moretown Methodist Church and Moretown Library

Meeting adjourned 8:30 p.m.

Respectfully submitted,
Cheryl Brown, Town Administrator