

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

DRAFT- Notice of unapproved minutes of the 5/16/16 Selectboard meeting

Board members present: Tom Martin, Michelle Beard, Jason Aronowitz, Rae Washburn. John Hoogenboom was absent tonight.

Guests included: Susan Werntgen, Henry Erickson, Steve Smith, Doug Henson, Pat Travers, Lydia Menendez-Vermont River Conservancy, Rachel Beauregard – Vtrans, JB McCarthy – Vtrans, Cheryl Brown as assistant to the board

5:45 – Members of the board met at the firestation for an inspection of maintenance needs to the building. A listing will follow in old business.

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

Public Comment:

Susan Werntgen re: pickle ball – Susan came in to ask permission to paint a pickle ball court area on the tennis courts, because the tape laid down was removed.

Discussion followed about what color paint would be used so it doesn't interfere with the tennis court lines. The decision was since the tennis court lines are painted white, the pickle ball court will be painted a dark color.

Tom moved to allow the pickle ball area be painted; Michelle seconded.

Discussion about maintenance of the tennis court and basketball area be placed on the building maintenance list. There is graffiti that needs to be painted over/removed.

Vote: all were in favor.

“Tot Lots” – Susan said in Atlanta where her daughter lives, they have “tot lots”, which is an area where donated toys are left for kids to come and play with. She asked the board what they thought about such a use at the tennis court area.

The board will give more thought to the idea.

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Henry Erickson –

Town office project - Change orders # 17, 18, 19 & 20 were all discussed at length, and eventually found necessary and approved. The total of the change orders was \$1245.20.

It was determined that the truss trim on change order #18 totaling \$1140.70 was left off the bid document prepared by our architect, the same omission as the control panel for the septic pump.

To date the total of change orders is \$30,487, including the four above. Henry will provide a list of extra things Ruggco has contributed to the project.

Schultz landscaping – In a letter from Annette Schultz, she inquired about when the landscaping will happen for the new town office project. Henry said he spoke with Ruth Van Heuven from the Garden Committee and she thought the landscaping would be done within the next two months.

Cheryl will contact Annette and let her know the landscaping schedule and ask what she would like for landscaping, and share her ideas with the Board.

Steve Smith – re: Engine 5 - Steve said the transmission in engine 5 is on borrowed time. This unit is the secondary pumper given to the town for \$1 by Dingee Manufacturing after our unit was lost during Tropical Storm Irene.

Steve said a fire department in New York is selling an engine truck. It is a fully equipped 1996 International – refurbished in 2005 – less than 10K miles on it – front mounted pump – for \$85,000. Sean O’Brien told Steve about the truck, saying it is in good shape. The NY department is purchasing a new truck and therefore selling the old one. The unit more than suits Moretown’s needs for the next 20 years according to Steve. Currently there is a fire grant application into FEMA to purchase a new engine. Steve would still want to buy a new truck if we get the grant to ensure the town would be all set for fire need for many years.

The consensus of the board is to buy this truck, but they want to get information on loan options, and have Steve go to NY and look at the truck before any decision is made. Steve will be paid mileage reimbursement for making the trip.

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Lydia Menendez – Vermont River Conservancy

Tree Planting Plan – Lydia gave an overview of the Route 2 land donated to the town by VRC, and of the tree planting plan scheduled for 5/19/16 at 9 am. The land will be called the Arthur Buck Park. There will be a dedication ceremony in the fall to dedicate the park to Craig Elwell, our longtime road foreman who passed away in February of 2010.

Tonight, Lydia is here for approval from the board to move forward with the planting plan.

Michelle moved; Jason seconded to approve the Planting Plan as presented by Lydia tonight. All were in favor.

Concerns at the land – The conservation easement precludes vehicular use on the property, other than the parking area, and there seems to be vehicles racing around in a figure 8 fashion. Solutions were discussed. In the end it was decided to place large rocks in such a way that would block vehicular traffic to enter into the area where around 100 trees are going to be planted on Thursday. There will also be an announcement placed on Front Porch Forum making people aware of the project, and to educate people on the use of the facility.

Roles & Responsibilities via a management plan – Lydia left a draft management plan of roles & responsibilities for maintenance of the conserved land. VRC does not expect weekly mowing of paths. Yearly mowing of the land is fine.

JB McCarthy & Rachael Beauregard from Vtrans – came in to talk with the board about paving of Route 100 and repair of bridges in Moretown.

JB said there is a short section of Route 100 that was somehow left off the paving program. There was discussion about extending the paving schedule to include the sidewalk & bridge repair, which will probably be in 2018 depending on when the scoping of work is complete.

The board agreed the paving should be done all at once.

The board agreed the sidewalk project will gap the bridge (Doctors Brook), and the sidewalks will be done when the bridge repairs are done by the State.

The sidewalks will meet ADA Standards so we are ok grant wise according to Rachel.

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Rachel will contact Martin about the best plan to repair the sidewalks on the other side of 100B.

There will be no reduction from the sidewalk grant for bridge repairs.

The projection for construction bids to go out is January of 2017. The sidewalk construction will coincide with the bridge work and paving.

Reports & Communication, Announcements –

Middle Road in Gallagher Acres – In an email received from Josh Pombar, he expressed concerns about the current 35 mph speed limit on Middle Road in Gallagher Acres. Cheryl spoke with CVRPC about how the town can lower the speed limit below 35 mph. CVRPC then provided the town with a traffic study, which is a requirement in order for the town to make a change. The traffic study indicated 85th Percentile as traveling 17 mph. The town will proceed with the process of trying to lower the speed limit on Middle Road to 25 mph.

Parking lot and driveway maintenance – In an email from Duane Pierson, he tells of a hole near a storm drain on the driveway that needs to be addressed, but is unsure how to proceed with the repairs.

Rae looked at the hole before tonight’s meeting, saying it is next to the school where the buses run. It can be repaired.

Ron Shems is looking to define where the boundary lies between the town and the school.

Duane’s email also addresses having a Memorandum of Understanding agreement between the town and school with regards to work that may need to take place in our town parking lot.

Perhaps the MOU should also include the Methodist Church as it is possible they own a part, or all, of the driveway to the school. Also to be considered in an MOU if the town is responsible for all of the maintenance of the parking lot, compensation from other parties using the parking lot should be considered. It seems logical that the bus lane is owned by the Moretown School, but that is to be determined.

Before any work is done on the parking lot, an agreement will be in place.

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Town response to PSB letter of 2/29/16 – regarding the Howes Solar Array. Michelle will send the draft to the board before mailing.

Evaluation of public officer or employee – Tom moved to enter into executive session at 8:00 pm for discussion regarding evaluation of a public officer or employee which merits a private discussion, as premature public knowledge would clearly place the person involved and the town at a disadvantage. Rae seconded. All were in favor.

Tom moved; Rae seconded to exit executive session at 8:15. No action taken.

State of Vermont re: Tropical Storm Irene disaster closeout – Notice that the town has successfully closed out the grant agreement related to disaster DR4022, the flooding event August 27-September 2, 2011.

Approval of Minutes:

Rae moved; Jason seconded to approve the minutes of 4/18/16 and 5/2/16. Michelle abstained from voting on the 5/2 minutes as she was absent. Motion passed. Mimi Clark did a great job with the 5/2 minutes.

OLD BUSINESS:

Blodgett litigation – Because the Blodgett vs Moretown litigation is currently in court, discussion on the matter warrants executive session.

Michelle moved; Rae seconded to enter into executive session at 8:39 pm for discussion related to the ongoing civil litigation with Blodgett whereby premature public knowledge would place the town and person involved at a disadvantage. All were in favor. Cheryl was invited to stay for the discussion.

Michelle moved; Jason seconded to exit executive session at 8:49 pm. All were in favor.

Result: Cheryl will contact Rob Townsend and ask that he send the Mylar of the survey for recording, as was approved by the Selectboard in the August 20, 2012 Findings of Fact, Conclusion of Law and Decision related to trail #49.

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Town Building Maintenance survey - Firestation maintenance needs -

Outside:

- The building is in good shape, but in need of a good pressure washing.
- Door trim on the right bay needs to be replaced
- A piece of flashing is needed on the right side.
- The gutter needs to be adjusted or something built over the door.
- Drainage needs to be addressed.
- Cover the furnace vent.
- Plug a hole on the back of the building.

Inside:

- There is a gap between the beams. Foam to close.
- Re - secure the light fixture upstairs.
- Receptacle cover near the bathroom.

Regular Maintenance:

- Pump septic every three years.
- Pressure wash every year.

On June 6th the board will meet at 5:45 at the library to review maintenance needs on that building.

After the inspection of the town hall, firestation, and town garage, the board knows that bids need to go out for: pressure wash all town buildings which will include a high lift unit; drainage issues at the town hall, firestation and highway; sill rot at the town hall; and paint the town hall in 2017. Request for proposals will be written up after the library has been inspected in case there are needs there that need to be addressed. The cement stairs on the town hall also need to be sealed. If we find out what to use, perhaps Becky can lay down the sealant.

Sandpile screening – Discussion was tabled until the 6/6/16 meeting when John will be present as he is getting prices for the trees.

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New Business:

10 hr. / wk. new position – Cheryl provided a draft of duties for a new ten hour position that will be created and advertised shortly. The rate of pay will be \$12 - \$14 per hour, based on experience.

Impact fee ordinance – Consideration will be given to the addition of impact fees to the zoning ordinance. A fee schedule could be customized so as not to discourage new residences in Moretown, while protecting Moretown from absorbing all of the cost for the increase in road traffic, or fire protection etc. due to development.

Sign documents -

Overload permits were signed.

Change #3 was approved for \$13,645.39 for the new town office. This amount will be added to the original contract price with Ruggco.

Warrants were approved –

A/P warrant # 16025 – ck# 17716-17726

P/R warrant # 16026 – ck # 17727 and e-ck # 2171-2179

P/R warrant # 16027 – ck # 17728-17730 and e-ck # 2180-2188

A/P warrant # 16028 – ck # 17731-17767

Tom moved to adjourn at 9:25 pm. Michelle seconded. All were in favor.