

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

**Draft** – unapproved minutes of the 3/20/17 Selectboard meeting

Board members present: Tom Martin, Tom Badowski, Rae Washburn, John Hoogenboom

Guests: Stefan Pratt, Kara Casey, Shane Grace, Cheryl Brown as board secretary

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

**Public Comment Period:** No one was present to offer public comment.

**Reports & Communication, Announcements:**

**Emergency Management ICS 402 training** – A division of Department of Emergency Management & Homeland Security (DEMHS) provided ICS 402 training on March 18<sup>th</sup>. John attended.

The object of the course was for an update on the Incident Command Center procedures for the Selectboard/Town leaders during a disaster, specifically: functional responsibilities of the Command Staff; basic familiarity with ICS terminology; to describe the sources and agencies available for information and guidelines; and how to access them.

**Fourth road crew person** – At a prior meeting, Stefan Pratt asked the board to consider hiring him on as a fourth full-time highway person. Stefan will be coming in later with more information as to why he feels we need a fourth person.

Tom M. reported talking with Martin today about Stefan’s request. Stefan could have some hours training/driving over the next couple of weeks hauling aggregate. The question of having enough money in the budget for additional hours was a concern. Tom B. wondered if Stefan would consider “behind the wheel” time training without pay.

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Cheryl will find out from the town's insurance if having someone can drive our truck without pay is an acceptable practice. In addition, Stefan could be used to mow town land, recreation fields, and one week of the roadside mowing with a rented machine. Stefan will be in later.

**OLD BUSINESS:**

**MOU** – Tom B. moved to enter into a Memorandum of Understanding as presented by the Schoolboard dated February 2017, as amended to include a boundary line map of the parking lot delineating the property lines for the town and school. Rae seconded. All were in favor.

**DRB vacancy** – Letters of interest requesting appointment to fill the Development Review Board (DRB) vacancy were received from Paula Woods and Greg Nagurney. Both are currently alternates on the DRB.

Tom B. encouraged the board to continue the search for someone to fill the vacancy that has a development background. The board made no appointments tonight, and will continue the search. The search will continue until mid-May.

**Stefan Pratt** – was back in tonight with additional information about why it makes sense to hire a fourth person for the road department. Tom M. told Stefan about the conversation he had with Martin earlier today, including Stefan getting some driving time. Budget wise, at this time, there is not a clear path to hire a fourth guy full-time, but would like Stefan to do the town hall custodian/rental work; mowing the recreation fields; and one week roadside mowing.

Stefan would be willing to drive the truck for training without pay a couple of hours here and there, but he needs steady work. He would accept 29.5 hours per week, under the guidelines for the town to supply health insurance under the personnel policy. Stefan said he has been working nearly full-time some weeks this winter, and would consider taking over the maintenance of the highway equipment; and the mowing if the town would commit to 29.5 hrs/week.

The board will continue the conversation with Martin, and can give Stefan what the board will commit. Stefan's full-time work at his job will start in April.

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**More Old Business:**

**Morefest** – The town will contribute \$500 toward this year’s event.

**Dancing** – There will be a dance again this year with Big Hat No Cattle, on 4/22/16, at the town hall from 6-9 pm; preceded by a lasagna dinner from 5-6 pm. Sponsored by the Moretown Historical Society.

**Grow Compost Act 250 update** – Cheryl will ask Richard Saudek for an update.

**Harris screening** – to attenuate noise form the sand pit. Tom M. will be talking to the Harris’s to work out a planting plan this spring.

**Parking lot project** – There will be a 35% completion meeting for the stormwater design work being done for the parking lot by Green Mountain Engineering, this Thursday at 9:00 am. at the town office.

**Sidewalk project** – Easement and rights-of-way plans should be approved by VTrans within the next couple of weeks, and the bidding process for the construction phase can begin. Pat Travers will prepare the bid documents. When the parking lot design is done in April Pat will be given a copy, and then report to VTrans what size stormwater drains/pipes are needed so they can be changed during the sidewalk project.

**Vacancies in Town Offices –**

Town Grand Juror – Kara Casey expressed interest in being appointed Town Grand Juror, and came in tonight to speak with the Selectboard about her request. Kara read the Statute and spoke with someone with grand juror experience.

Tom B. moved to appoint Kara Casey Town Juror. John seconded. All were in favor.

Town Agent to prosecute and defend suits – Gregory Nagurney and Ron Shems expressed interest in being appointed. Greg will be asked to come into the 4/3 meeting to talk with the board about his request for appointment.

7:15 **Shane Grace re: Animal Control Officer business** – Shane updated the board about activity since his last visit, explaining a “bunch of issues” at the Durand resident off Stevens Brook Road.

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Shane said posting on Front Porch Forum for lost and found animals, is a great tool in getting dogs back to their owner. The board encouraged Shane to take advantage of trainings being offered by different facilities, and to take advantage of services available for help.

**Documents for approval –**

**2017 LEOP** – An updated Local Emergency Operations Plan is due for appointment and every year after town meeting.

John moved; seconded by Rae to approve the 2017 LEOP as updated. All were in favor.

**Overload permits** – several overload permits were approved.

**Warrants approved were:**

#17012 – ck# 18602 – 18604      e-ck #2404-2414

#17013 – ck# 18605 - 18633

Rae moved to adjourn at 7:40 pm; John seconded. All were in favor.