

**Town of Moretown
Selectboard Meeting
10/21/2019**

Board Members Present: Tom Martin, John Hoogenboom, Rae Washburn, Callie Streeter, Jason Aronowitz.

Guests Present: Jennifer Hill, Karen Sharpwolf, Cory & Chris Stephenson, Jamie Wimble, Denise Gabaree, Ellie Hilferty, Kristin Geoghegan, Carla Lewis, Cherilyn Brown, Martin Cameron, and Sasha Elwell-Badore.

Meeting called to order by Tom at 6:00 pm.

Public Comment: There was not much for public comment, people were present for the library move.

At 6:05 pm Library Trustees were present to finalize the details with the board. The scenarios were discussed, the compromise of #1 & #3 is what all agreed on, after more discussion was had. Tom voiced that the stage should not be used for the library, which brings up another issue, that there needs to be a meeting with the Board of Civil Authority regarding voting on Town Meeting day, possibly doing the voting at the Town Office. Jason was disappointed that scenario #5 was never presented, he wanted to see a design of everything being in the basement. John felt that the big door should not be used as the main entrance (heat loss) and that there is no sidewalk in the front of the building (being that was one of the safety issues at the existing library). It was agreed that the library will put a sign on the front door, saying to use the side door. Callie would like to see the library use the basement. Tom said that the compromise is to have the upstairs and downstairs utilized from Nov 1- May 1. The library agreed to work around the existing town hall rentals that are scheduled. Tom moved for the library to use the upstairs and downstairs for part of the library collection, seating and that the side entrance is to be used as the main entrance. Rae seconded. All were not in favor. Callie and Jason voted against it. Tom, John and Rae voted in favor.

At 6:25 pm Cherilyn was present to update the board on a budgeting workshop that she attended. A big topic was about policies. A lot of the town policies are not up to date and would like to add/adopt a few new ones. Accounting, Auditing & Financial reporting is a policy that is practiced, just need to have it put into place. Jason moved that the Accounting, Auditing & Financial Policy be put in place, that was presented to the board by the Treasurer. Callie seconded. All were in favor. Fraud Prevention Policy, should be updated every year, just to keep the existing contacts current. Jason moved to put in place, the Fraud Prevention Policy that was presented to the board by the Treasurer. Callie seconded. All were in favor. The Conflicts of Interest and Ethical Conduct policy was presented by the Treasurer, as well. As of July 1, 2019, should be in place, to keep in line with Federal Regulations, and be compliant with Federal Funding. Also, the Conflicts of Interest and Ethical Conduct Policy and Purchasing Policy, these

two policies go hand in hand. Before accepting these two policies, they both need to be thoroughly read through, therefore, not decided on Oct 21. (moved to the next meeting).

Old Business: Rich Rivers contacted the office about the road name that was approved and would like something different. Rae moved that the new name, River Ledge Road be approved. John seconded. All were in favor.

Bids: On the sidewalk project, there were five bids submitted.

Dubois Construction - \$691,870.00

J. Hutchins, Inc. - \$761,406.00

G.W. Tatro Construction, Inc. - \$882,900.50

Dirt Tech Company, LLC - \$813,535.00

Dale E. Percy, Inc - \$741,890.00

After having a conference call that day with Chris Hunt, Cheryl Brown, Cherilyn Brown, Tom Martin and John Hoogenboom, the conclusion was that the town portion would be \$133,000.00. The state wants the town to move forward with the project. More discussion was had on the specifics of money and where some savings could possibly be done. John moved to hire Dubois Construction to do the Sidewalk & Stormwater Project. Callie seconded. All were in favor, except Rae, had previously recused himself.

John spoke about the Consulting Engineering Team, they have chosen the second choice for the RE, GPI at \$70,000. John moved to have GPI as the Inspection Consultant. Jason seconded. All were in favor, except Rae, had previously recused himself.

Brief discussion was had on the Haynes house tree stump, which needs more looking into. The closing for the new buyers is going through this week. Sasha will get quotes on getting the stump grinded, from local tree services.

John brought up Nick Logan's question from a few months ago about the width of the road near his home. He has concerns about water running off into his driveway. Martin said that they would check it out the next time they are doing work on Pony Farm. He doesn't think that the road has changed, but thinks that they could narrow it in the future.

Reports and Communications: Not much was discussed, just briefly about the Schoolboard scenarios. John went to the last meeting, the options being talked about are PreK – 4th, keeping MES open, or leaving it as is. John and Tom met with Caitlin & Torrey of the Schoolboard. It went well, they seemed more open. Two board members, Christine Sullivan & James Grace have visited MES, seeing what goes on in the school. John also said that there has been an out cry for a third party to get involved.

New Business: A zoning application for the Recreation sign (Trail Kiosk), needed approval from the board before David can approve it. Which was signed by the board. While the subject of signs was on the table, Tom asked Martin about the guys painting the posts for the Town Office sign. Martin saw no problem with that.

Callie said that there has been issues with a blue pick up truck that isn't inspected, on Jones Brook / Herring Brook Roads. She called VSP about it, this person has been tearing up the road, road edges and was left parked on the road. She had to call them again, there was an issue with dispatch and a trooper finally came and found nothing.

John moved to approve the minutes from 10/07/2019 SB meeting. Jason wanted the information that was talked about on the bid to be taken out of the official minutes regarding the experience the RE had. Tom seconded. All were in favor.

Martin came in to speak to the board about his shoulder, he had an MRI and surgery is a possibility. He wanted to keep the board informed and up to date. He's spoken with the guys and they are willing to do whatever they need to do to get "us" through. He is able to do his job right now. Back in August the crew talked and agreed that they would be good, so that Rodney could book a cruise in December, that should still be ok. The board agreed that if surgery is going to happen, they will work with him regarding his vacation, so he doesn't have to use it all, possibly carrying it over (due to this being a special circumstance).

It's been discovered that the 2001 dump truck that is used for chloride has a crack in the frame. Martin is looking into the possibility of it being welded, if not, maybe buying a trailer to tow behind the Ram would be an option.

Martin inquired about grants for Pony Farm and Stevens Brook Road maintenance while the bridge construction is going on. Cherilyn said that she has looked into this and it is in the works.

Currently the Road Crew is working on South Hill and Gove Road, finishing up before getting to the town hall project. Rae would like it done next week if possible. Bringing up the excavator issue, there is a leak somewhere in the swing. There was a Hitachi delivered to the town garage that day, the Road Crew are demonstrating this piece of equipment. Jason inquired about the repairs on the excavator, would it be beneficial to fix or just trade. Martin estimated \$10,000 in repairs, two years ago the trade in value was \$19,500. More discussion needs to be had on the excavator.

Martin doesn't think that there should be too much change to the budget, with the exception of the sand and gravel going up .25 cents a yard. He will try to work on the budget before the next meeting.

Tom inquired about the CDL/trailer endorsement, Martin said that they have got the reading material on it. The guys are actually pretty eager about it. Tom wanted to be sure that it hasn't been forgotten about.

Cherilyn inquired about the flagging certification, Martin said that the guys are good through next year.

Budget: Cherilyn talked about the budget, one thing that went up was building maintenance and the sidewalk is something that needs to be addressed. There is yearly maintenance that should be done on it, due to the salt that is put on. Going forward this expense needs to be budgeted. Tom put in that with the new sidewalk project, there should be something put in place for yearly maintenance.

Computers: Windows 7 will no longer exist in January 2020. There are computers that need to be purchased, along with a few that should be updated. The maintenance budget was over this year because of things that were needed, but should not have been needed.

Jason inquired about snow guards for the roof at the town hall, concerned about ice falling. John said that since the handicap parking is on the side of the building that will be used, it would be a good idea. Sasha will look into that, and get some quotes.

Library: Jason inquired about the rise in the salary amounts, Jennifer said that they had called around to other libraries and did comparisons. Tom would like to see those comparisons, and Jennifer will get those to him.

Elections: Cherilyn spoke about it being a General Election year, meaning that there will be three. So therefore, the budget is going to be higher, printing alone is higher due to having to print more ballots. She has inquired about having a sheriff present at the General Election, which has always been at the school. Last time there were parents concerned about school being in session, and the safety issue that goes along with having so many people in and out. She is going to ask the school if they would pay for half the cost of the sheriff, which is going to be costly.

Town reports budget was raised since there were not enough ordered last year. Workers comp went up, due to having new people coming on, even if they are not paid (volunteers), that amount is going up. Brief discussion was had on the legal amounts for the Selectboard vs Misc legal. Cherilyn will get them a breakdown on this. A full audit is coming up in 2020, so that amount will be much more, quotes have not come back on that yet. Cherilyn feels that the consulting that Cheryl has been doing, needs to continue. With the full audit coming up, she is going to know the answers to the grant questions, and she is still needed.

Tom would like the fire department and library to come in again, to further discuss their budgets.

Cherilyn plans on working on the budget spreadsheet and will send it to the board.

Jason inquired about the security cameras, and Sasha is still waiting on quotes.

Warrants: P/R # 19051 and A/P # 19052 were approved and signed. Two curb cuts were approved as well.

Adjourn: Rae moved to adjourn at 8:10 pm. Callie seconded. All were in favor.