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**Moretown Select Board Meeting  
October 16, 2023 at 6:00 PM  
79 School Street  
In the John Hoogenboom Meeting Room  
Via ZOOM Meeting ID 620 104 2716 or call in: 929-205-6099**

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**Members Present:** Tom Martin, John Hoogenboom, Don Wexler, Callie Streeter, Robin Campbell

**Guests:** MRVTV, ORCA, David Stapleton, Rae Washburn, Stefan Pratt, Carol Chamberlin, Colin Nohl, Chris Stephenson, Susan Werntgen, Bridget Harty, Michelle Beard, Lee Anne Martin, Lindsay Staples, Jennifer Hill, Sasha Elwell

**Meeting called to order** by Tom at 6:00 PM

**Public Comment:** Stefan was present to ask the SB to approve the letter he sent over to them regarding the Vermont Emergency Management. With this approved he will be able to send out alerts through text, landlines, and email. John **so moved**. Callie seconded. All were in favor. Stefan plans on having information for Town Meeting and it was suggested that something be added to the town report as well.

Stefan wanted to remind everyone that October 17<sup>th</sup> at 6:15 PM the siren will be tested. It will go for about three minutes.

Colin was present to follow up on Brownsville Road. Discussion was had. The plan is for Tom, Martin and Rae to take a look at the road and get back to Colin. It was agreed that it would be done one morning this week.

6:15 **ZA Position** – Carol Chamberlin was present to meet with the SB regarding the ZA position. The PC recommended hiring her. Quick discussion was had on hours, the SB would like at least ten hours a week and realize that at first it may need to be more. Karen Sauther is willing to sit a few hours with Carol. After quick discussion, it was agreed that the hourly rate will be \$32.50. Tom **made the motion** to go ahead and hire Carol Chamberlin for the ZA position. John seconded. All were in favor.

6:30 **RFP's** – culvert work & Lover's Lane. Rae explained that these RFP's are for pre-qualification. There were only two bids received, Otter Creek and Dubois & King. These are not for contract, the RFP's should have general rates and Rae will be meeting with both companies. The FEMA deadline for inventory of damages is October 23<sup>rd</sup>. So far, the town has between three and four hundred thousand dollars in damage, with Lover's Lane, it could be upwards of one and a half million dollars.

Update on the stormwater, the project is almost done. There was an issue with how far down the drainage was put in the parking lot and it was discovered that it is a foot too high. The contractor is taking responsibility and weather permitting over the Thanksgiving break this will

be corrected. All agreed that Poulin has done a great job, it all looks good. Rae advised that they are fixing Howland's driveway where it was damaged during the construction.

6:40 **Recreation Committee Budget** – Chris and Susan were present to go over the drafted budget they submitted to the SB, over all the numbers have gone down. Quick discussion was had on the outdoor toilet that was placed in the ECO outdoor classroom. It's a product that is aligned with the ECO class, "pee cycling" was referred to. This product through *Wasted* is on a temporary trial basis. Chris had spoken with Stefan regarding a brush hog for certain areas that could be mowed a couple times a year. The quote that was obtained and would work with the mower the town now has was for \$2,235.

Susan asked about Halloween and if the trucks could be placed at each end of the village like last year, because she thinks it slowed the traffic. Stefan confirmed that he planned on doing that again this year.

7:00 **Reports & Communications:** Sasha made sure that everyone received the budget status report that Cherilyn emailed out to them last Friday. It was confirmed.

After Peak Mechanical did their annual preventative maintenance, they discovered that the town office water pressure valve will need to be replaced in the near future. They sent over an estimate for that, at this time it would cost \$750 to replace it. Tom asked that it be added to the building maintenance for 2024.

Along with warrants, Sasha let the SB know there are several documents for approval: one Error & Omission; Vermont Emergency Management letter; Sullivan & Powers letter regarding the audit; a curb cut; WEC Permit on Freeman Hill Road; the annual Healthcare declaration form for each SB member so that they can be paid and W2 for Robin since this is his first time being paid; and the loan documents for the new grader.

Sasha let the SB know that one of the Lone Pine benches on the town office porch is going to be moved over to the Historical Society so that it can be put on display.

Mike Strojny sent an email of interest in being appointed to the Recreation Committee. Tom **made the motion** to appoint Mike Strojny to the Rec Committee. John seconded. All were in favor.

Callie brought up looking at the class IV road policy, perhaps it should be updated and made clearer with all of the issues that have been happening lately.

Tom has been working with Martin and Navistar/International on Shawn's truck, the 2018 International. They have offered two options: 1) put on another head and be done, no more working on it; 2) put in a remanned engine costing \$41,000. International is willing to pay half of that cost with the town paying the other half. The town's half would be no more than \$17k plus \$5K in diagnostic work. This was under warranty at the start of this problem, and this truck has been in the shop and not operating for a total of 7 – 9 months now. If the town was to hire an attorney to get involved, it would cost upwards of \$10K, it needs to move forward, because the town will be down this truck for the winter months. Tom is willing to take a shot at it on Tuesday, with the permission of the rest of the SB, to have them go ahead and do the work for \$17K. He will try working on the "loss" and see if they will take some money off. While in the meeting he checked his email, and did receive one from International, worst case is receiving

the engine by January 2024. Robin **made the motion** for the SB to authorize spending up to \$17K on the remanned engine from International for the 2018 truck, giving authorization to Tom to represent the town. John seconded. All were in favor.

Don wanted to remind the SB about the construction manager position for the town hall project for \$7,800. This position will prepare the town for the MERP grant, and will be a partner throughout the project. This person will come on board, work with the team, seek out pricing, give alternatives on the work...the information will be able to be used when the grants are applied for. An alternative is putting this out to a firm and spending \$4 – 5K, not doing as much work as the person in a construction manager position would. It was agreed that the first option would be much more effective. Don advised that the town hall committee is working on a capital campaign budget to raise money as well. The two bids that came in were from Stewart Construction and Naylor & Breen. John **made the motion** to authorize spending \$7,800 on the pay for the construction manager position for the town hall project, utilizing Naylor & Breen. Robin seconded. All were in favor.

7:10 **Morefest Committee:** the committee was present to go over a draft of by laws that they have been working on in the weeks since the 2023 Morefest. Since it has been such a success, they thought that it would be a good idea to have some structure for the event put into place. The SB thought that they have done a great job and will read through the by laws that they presented to them. Pending any questions, they will work on adopting them by the end of the year.

7:23 **Library Budget:** discussion was had on title changes, they thought this would be a good time of year to address it. Changes would include Librarian going to Library Director and the assistant Librarian going to Library Services Coordinator. Over all in the library budget, it is level funding, with the exception of asking for more hourly money for the employees. They would like to have it more clear what line item should things be reflected in, whether it's the town hall or the library. The trustees did bring up the Historical Society using the old library building and advised that the heat and utilities do run roughly \$100 per month. They are happy to be having the Historical Society be able to utilize the building.

Tom wanted to clear up the questions about Nicole's "retro" pay. When someone is given a raise in pay after the budget has been accepted, there is no retro pay given, it starts from that day on.

8:14 John **made the motion** to approve the SB minutes of 10/02/2023. Callie seconded. All were in favor.

8:15 **Old Business:** Discussion was had on the Planning Commission attending the Nov 20<sup>th</sup> SB meeting, that has been thought about for quite some time to talk about LT's and Class IV roads. Sasha will confirm and schedule half an hour to forty minutes for this.

November 6<sup>th</sup> will be the North Moretown Scoping Study Alternatives Meeting at 6:05, to be scheduled for twenty minutes.

8:19 **New Business:** there was none

The Error & Omission was rejected, the SB did not feel comfortable approving it. It was for Dana C. Jenkins Life Estate, 408-127-10937 to change from \$275,300 to \$251,100 making a difference of -24,200.

**Warrants** signed and approved:

Accounts payable 23045 check #'s 24232 – 24274;

Payroll 23046 e – checks 4373 – 4382 and check #'s 24275 – 24278;

Accounts payable 23047 check #'s 24279 – 24305

**Adjourn:** Tom **made the motion** to adjourn at 8:33 PM. John seconded. All were in favor.