

**SELECTBOARD MEETING
TUESDAY, JUNE 4, 2019 at 6:00 PM
MEETING ROOM – WILLEY BUILDING**

Those present: Selectboard: Ruth Goodrich, Michael Hogan, John Cookson and with Ted Domey by phone

Town Employees: Michelle Leclerc, Betty Ritter, Karen Deasy

Community Members: Stan Barosky, Claire Pike, Marcy Martin, Jessica Miller, Deborah Peterson, Daniel Peterson, David Covell, Steve Godin, Don Mitchell, Dana Glacier(Danville Hill road), Sandy Pond, Jen Miner, Jim Brimblecomb, Jefferson Tolman, Dan Molind, Bill Wheeler, Jeff Haslett, Steve Cox, Chuck Marian,

1. The meeting was called to order 6 pm by Ruth Goodrich.
2. Approve Agenda – Ted 1st, John 2nd, motion passed.
3. Approve Minutes from May 7, 2019 and May 21, 2019 Selectboard Meeting Mike 1st, John 2nd. Ruth May 21st other business change to delete “before”, Tim Gochey not Ted. Ted on May 21st fire department item #10 Ted would like it to be clear that the town will not pay fees on \$3.5 million. Ted doesn't think it's a true figure and should be changed it in all paragraphs. Substantial penalties might be a better term. Motion passed with the changes.
4. Public Comment –
 - a. David Covell – there is a new driveway next to his property and would like to bring it to closure. The Helfand's are going to begin the driveway soon. David reviewed the driveway again to the selectboard. Would like to draw attention how the driveway is in the dangerous spot. Ruth asked what he is looking for. Ruth asked if they received a permit for that driveway. Karen said she had approved it. John asked where the driveway would be put on. Right in front of David's house on the blind spot on the hill. David doesn't think that it's a safe place. John asked Karen and she said they need to talk to Aldo. Ruth said that they will go look at it. John, Ruth, and Mike are free tomorrow and so is David and they will meet tomorrow.
 - b. Steve Godin is wondering if the town budget is finalized. Mike said it is in the town report minus the ambulance money.
 - c. Jeff Haslett asked about a month ago how many jobs Karen held. Out of the four positions there are two that are on the town report. He would like to know how much is being saved with the two positions being done for free. Michelle explained to him that she gave him a report a while back indicating that money is drawn from water and wastewater for the hours worked and transferred to the general fund
5. Utility Partners – Jefferson here to revisit the contract. The contracts are now from July 1 – June 30, 2020 with a 1.9% increase contract. Ted 1st, John 2nd, motion passed. John asked if the membranes have been ordered. The SB did approve this. They will order them and we will work on how to pay for these. If we went with the company there is a 10% over five year. Ruth wanted to know if there would be a penalty for paying off earlier. Jefferson will check into this. John asked if the membranes will hold up until July 1st. Jim said yes they would. Jessica is wondering if what is coming from the Creamery industrial waste. Jim said it has no because they do testing every month to make sure if there is something going on. Jessica is wondering if the chemicals would harm the membranes. Jim said they would not hurt the membranes. She would like to have them start checking. Jim said that would be more inspection and would the town like to spend money on that. Ruth said we will have to discuss that in length. Utility Partners have not found anything but the Town is the owner of the property and they would have to enforce that. Ruth asked if there has been anything abnormal. Jim said no and with an inspection with ANR has passed with flying colors. John is wondering if they need to finance info tonight. Jefferson that they will order it and it will be in in several weeks. Ruth needs to sign the contract. John 1st. Mike 2nd, motion passed and sign the contract.
6. Trails Committee Appointment – No one here for that. Table at this time.
7. Fire Department Violations Response – Betty said we had a meeting last night. She has sent a letter to all of the agencies involved to ask for an extension by certified mail. John said there were eight violations that we are dealing with at this time. Ruth contacted Jason Larrabee from Larrabee's Building Supply. He is willing to come out and see what is needed and give a good deal on the material. He also has an eye washing station that he would like to get sell and would give a good price. Ruth and John will be there to go thru the building with Jason Larrabee. Ruth said we need to take care of our old building before we get a new building. Jessica looked back many years of town reports and never saw one article or request for money to fix any violations. John said it was brought up on the last town meeting

and that the fire department had violations and John asked them to see these violations. They were aware of some of these back in 2011. Jessica was wondering why the violations were never taken care of before. John said maybe the prior selectboard should have checked into more. From now on we should be working together to get this done. The 3.5m would be the highest penalty the town would get. The agencies will usually work with the town so they wouldn't have this issue.

Sandy asked if there is a budget for the Fire Department and what about their own checking account. Ruth and John explained on how they budget and paying the invoices is done. Jessica wondered if there are charitable contributions. Ruth said they do have a checking for that and they use the checking for training. John would like to see just so questions are clear. Steve Cox would like clarity. Daniel asked are they required to show that. Mike said they put it in the town report but not detailed. Jen said the disclosure was not detailed reporting. Daniel can't make it to all meetings but when he has gone to training but never has there been any charge for the trainings. Ted said if they want to have a bar b q let them have it. Sandy asked if they got a key and Betty said she received one today. Steve Cox asked why it was an issue. John said it goes with accountability and now the select board wants to have access to all buildings. Daniel wants to know if there is any agreement in writing who is responsible to inspect that it is up to code. John is wondering if the fire marshal needs to come in. Ruth asked if the town should inspect it. Daniel is thinking more as the town inspect it. He thought the fire department should come and tell the town when there is maintenance needed. John thinks all buildings should be inspected. John made the motion to have all buildings inspected annually, Mike 2nd. John said that maintenance would come out of each of the department's budget. Jessica thinks it might be wise to check with a fire marshal from the past. Ruth doesn't think there might not be any past records.

Karen has talked previously setting up a capital budget for the buildings to have it staggered per year. Sandy said that the accountability that the person who is renting it should also be cleaning and taking care of it. John with FIA rents the spot and do they make a deposit? Betty said there is not a deposit and she is saying that Masonic Hall is having some work done to it and FIA is paying one-half of it. Betty also suggested that there be a committee for the buildings and one person from each building serve on the committee. Ruth would like to change the motion to add a quarterly report on each building on what might need to be done. John is wondering how the condition of the building with a checklist. Steve Godin do you get annually inspections on the buildings from the insurance. Betty said that she walks thru with them. Dana is more of a communication between and what is the repercussion to take care of that issue. Jessica would like a cost connected to each item that was fixed.

Chuck has read that the planning commission is to do the capital budget. Ruth said the planning commission and the select board and the person in charge of each building would work together. John would like that moving forward there will be in writing that the next people in charge know that this is what they will be doing. Motion passed. Sandy would like to have repercussions for those people not following thru.

8. Zoning Administrator Job Description – Ruth said that Karen's job position is coming up on July 1st. Betty has looked into other towns, Karen has put a letter what she does and we have put together a job description. Ruth would like a motion on this job description. Ted 1st, with a second by Mike. Motion passed.
9. Lighting for Willey Building Update - Betty says Aaron Celley will be putting in the lighting before the paving is done. She has worked with John to coordinate this and the paving.
10. Water/Wastewater –
 - a. The closeout – Ruth we are now on our reschedule payment. Karen said we need to sign this form of which between from the state and the negative interest. The town will pay \$191,589.63 which is considerably less than what we thought it would be. Ruth said that Karen has worked on this project and John will be included on this. Ruth would like to see if everything is taken care of. Ted asked if there is electricity and Ruth said that was done. Karen is the signer and will take care of it. Sandy was wondering if one point will be paving part of it. The contractor said that the Alliance is not taking care of that. Ruth and John will look into that. That was taken out of the amount. A motion was made by Mike 1st to have Karen sign the form with a second by John, motion passed.
 - b. Permit- Dan Molind and Steve Myers both are on Sawmill Road and have submitted a permit to be connected to the Cabot wastewater. Ruth will sign off on this and then the selectboard sign off on it. John is checking to make sure that they don't need anything else. This is the first process. Mike moves to approve the permit

Dan Molind John 2nd. Mike moves to approve the permit on Steve Myers. John 2nd, motion passed.

- c. Other Business – Ruth was in the office and someone came in and said there is water in her basement. It does not have to do with the water system. She did find out that the drainage will need to be cleaned out tomorrow. John said they will check it tomorrow. Don said there is a hidden culvert by Erma's house. He explained where the culvert was. John explained about the school drainage. John said if that is fixed they could put it in other drainage. Ted wants to pave up to Abbotts's. Don would show John where the culvert is. Tomorrow morning he will be in that area.

11. Road commission paving – John said paving up to Jim Abbotts there is not much in the budget.

There will be Cabot Plains and two spots by the church. John stated the Old Route 2 has a few spots need to be done. Aldo's and his recommendation for grinding would be \$40,000. Aldo said the road would cost more if that would be done with gravel. John said there is paving needs on that road. The upper half has not been addressed. They have picked certain spots where there are culverts that need repair. There is culvert repairs grant from the state. The budget is getting pretty thin.

Don is asking by Westervelt area. John is getting more bids to see about getting that done with the Route 215 South in that budget.

Steve Godin is wondering if the paving by the church is being paid by the water dept. Karen stated that the bid for the paving through the Danville Hill Project was too high and we have \$40,000 in paving that was not used last year that we will be using to take care of these items.

Dana is wondering if the Old Route 2 will be able to get funds from the state because of the VT forest and parks. AOT was willing to be put money to help the culverts. John said that grant should be used for that. John said there is no budget for paving for next year.

John is trying to get painting done and the recycle building roof cracks. Those will need to be replaced. He will work within the recycle budget to accomplish these items.

12. Town Clerk's Office

- a. Orders were signed.
- b. No other business

13. Other Business

- a. Chuck said there's a stop sign at the end of Dubray Road and he thought it should be a yield sign. There's isn't that much traffic on that road. John remembers that meeting that and will look into that meeting to see what is in the minutes. Karen says that is in the ordinance to have a stop sign. John said the sign blocked the vision. Only in the winter time the snow is blocking the vision.
- b. Sandy said when they changed the road from Urban Farm way. But now no one can find that road. Ruth asked if it was changed thru E911. Michelle said it was changed with E911 and the post office and that is it. Karen said there was a few on the road that wanted the name change. In the future it should be changed to notify everyone on the road before it is changed.
- c. Lovely Road should have a stop or yield sign. John would like to have Lovely Road sign again. Steve said a lot of signs are behind the recycle center.

14. Adjourn – a motion was made by Mike and seconded by John to adjourn. Motion carried. Adjourned at 7:33 p.m.

Respectfully submitted,

Betty Ritter, Town Clerk/Treasurer