

**Town of Readsboro  
Board of Selectmen  
Regular Meeting  
June 1, 2016**

Present: Helyn Strom-Henriksen, David Marchegiani, Ted Hopkins, Amber Holland, Norman Wilber, Rebecca Stone, Omar Smith, Larry Hopkins, Raymond Eilers, Adam Codogni, Forrest Hicks, Rhonda Smith, Cyndi Candiloro, Bob Marechal

**Call to Order**

Meeting called to order at 6:30 p.m.

**Agenda Additions/Deletions**

None

**Approval of Agenda**

Helyn moved to approve the agenda as written. David seconded. So voted.

**Reading & Approval of Records**

Ted moved to approve the minutes of the Selectboard Regular Meeting of 05-25-16 as corrected. Helyn seconded. So voted.

**Fiscal Matters**

**A) Review of Budget Status Report**

Checking balance	\$156,835.31
Owed to school FY 2015-2016	\$171,821.16
Water Account	\$52,111.32
Sewer Account	\$59,143.65
6 Month Trans Bill	\$166,128.17
General Fund Balance	(\$14,985.85)

Amber reviewed the Budget Status Report with the Selectboard. Tax revenues last week have totaled approximately \$2,000.00. Amber indicated that NEMRC can be on site once or twice to prepare tax bills. Ted said it makes sense to have them come in just once. Amber explained that two tax modules are currently set up; one is current taxes and one is delinquent taxes. She said that a third entity for delinquent quarterly taxes may be added. Amber indicated all printing would be done in July.

**B) Discussion & Action on Signed 2015 Audit Engagement Letter**

Amber explained that the auditing firm Love & Cody can begin June 20, 2016 and end in September 2016. Helyn made a motion to sign as Selectboard Chair the 2015 Audit Engagement Letter with Love & Cody for a sum not to exceed \$16,800.00. Ted seconded. So voted.

**Report of the Superintendent of Public Works**

**A) Updates on Highways & Equipment**

Norm reported that all equipment is up and running and that the new truck is at Zwack, Inc. for installation of dump body, plow and wing. Grading and raking is ongoing, while sweeping of streets and bridges is complete. Norm said that some cold patching has been done in the Village area. The DPW has installed and

replaced some bridge signs and have been digging ends of some culverts. Norm reported that the salt shed hold-down brackets had to be upgraded and work continued on the project over the weekend, and at this point, the project is not yet complete. It was noted by Norm some defects in the installation process. Norm explained that the total of overtime hours for the past two weeks was 21.25 hours due to the salt shed project and to a camera being stuck in a sewer pipe in preparation for the State inspection of the sewer line.

### **B) Discussion & Action on Warehouse Roofing**

Norm explained that he has confirmed with Doxsee Roofing that there is no noticeable leakage and that the current roof will get us a year or two in its current condition. If a new coating is applied, we could get another 8-10 years. Norm recommended doing the coating and the roof repair. The roof repair estimate on Building #1 is \$2,434.00, and the installation of aluminum roof coating over the entire roof is \$3,824.00. Ted concerned with multiple projects for a number of Town buildings. Adam Codogni commented that \$10,000 has been put towards Fire Station building projects and Raymond Eilers asked where the money has gone. Ted explained they can get a detailed transaction printout for the use of the funds. Ted said there is \$60,000 in the Building/Maintenance fund, less the \$38,000 for the salt shed/Clear Span hut, less the money for the Warehouse roofing, and that the funds are getting depleted. Ted made a motion to have Doxsee Roofing do the roof repairs on Building #1 and install the aluminum roof coating for a total of \$6,258.00 based on the estimate dated May 16, 2016. David seconded. So voted.

### **C) Set Dates for Job Interviews**

Discussed establishing a committee to review applications for the Water/Highway Department position opening. The committee will include: Helyn, Ted, Norm, Mitchell, and Becky. Review of applications will be done on Monday, June 13, 2016 at Noon. The plan is to schedule interviews that week.

Other: David asked Norm about moving the old generator, once it is replaced at the Fire Station, to another location. For now it was decided it will remain near the Fire Station on a temporary basis. David commented that the gravel that will be removed from the riverbank will be moved to the baseball field.

## **Selectboard Administrative Report**

### **A) Updates**

Helyn stated that a pre-bid meeting was held earlier today at the site of the Riverbank Stabilization Project with Peter Holden from Holden Engineering, along with five or six different contractors, Josh Carvajal from Vermont ANR, and Becky. Several questions came up, one of which was where to put the stumps that were left after the trees were cut earlier in the year. Selectboard in agreement to have the contractor that is selected for the job remove the stumps since there is no place in Town to put them. Becky will convey this decision to Peter Holden and to Josh at Vermont ANR. Contractors also inquired to clarification of the rip-rap specifications in relation to what is considered heavy type. Another concern brought up had to do with securing the area during construction activities. Becky noted that Josh would be communicating with Holden Engineering on clarification of the additional questions raised by the contractors. Becky will follow up with Holden Engineering to be sure they are forwarding all of the information to the contractors. Bids for the project are due Friday, June 10, 2016 by 3:00 p.m.

### **B) Report of Administrative Assistant**

Becky has confirmation from the lienholder of the 786 King Hill Road property that the debris clean up has been scheduled and they will be notifying her when it has been completed. Becky reported that the USDA has awarded Rural Community Development Grants and the Brattleboro Development Credit Corporation (BDCC) has received \$230,000 to assist 11 towns, one of which is Readsboro. The funding is for the Southern Vermont Economy Project which will address gaps in service areas by providing technical and financial assistance that will help launch, support, and execute economic development projects. Ray asked

what specifically the money is for. Becky explained that it is in follow up to requests made by towns, BDCC and SeVEDS in both Bennington and Windham counties to allow for assistance to promote the economy of the Southern Vermont area. Becky will provide more information and updates as they become available.

### **Old Business**

#### **A) Discussion on Fire Department Drainage, Blacktop and Approach Work**

Discussed two itemized estimates received from Eilers Brothers. Option #1 to pave in front of the doors is \$8,320.00, and Option #2 to pave in front of the door, a section near Mary Havreluk's, and a section in front of the firehouse kitchen is \$15,335.00. Discussed the estimates and options with Ray and Fire Chief Adam Codogni. Helyn asked what the timeframe is for getting the paving done and Adam indicated they would like to have it done before snowfall. Selectboard to review the estimates and plan to discuss and take action at their June 15, 2016 meeting. Adam inquired to the gallons per minute on the fire hydrants and David told him to follow up with Mitchell Holland.

#### **B) Discussion & Action on Historical Society Building Needs**

Helyn explained the reorganization of the Historical Society which includes Alfred Scaia as President, Jim Franzinelli as Vice President, Rhonda Smith as Secretary/Treasurer, and Mitchell Holland as a Director. A note from Alfred spelled out short-term plans for the Historical Society building which included the repair and painting of the front of the building and the tower. Long term plans for repairs will be coming in more detail later in the year. Alfred has indicated that P.G. Carrier has offered to do any necessary repairs to the tower as a donation. An estimate to paint the front of the building and the tower has been received from P.G. Carrier for \$900.00. Discussed use of the Historical and/or Selectboard account to cover the repairs. Helyn made a motion to accept P.G. Carrier's estimate of \$900.00 to paint the front of the building and tower prior to the Independence Day Celebration on June 25, 2016. David seconded. So voted. David reminded everyone that there are grant funds available through the State which the Historical Society will look further into.

#### **C) Appoint Selectboard Member to the Long Range Cemetery Improvement Committee**

Discussed having a Selectboard member serve on the newly created Long Range Cemetery Improvement Committee and Ted offered. Helyn made a motion to appoint Ted Hopkins to the Long Range Cemetery Improvement Committee. David seconded. Ted recused himself. So voted.

### **New Business & Communications**

#### **A) Discussion & Action on Broadband & Cell Committee Improvement Projects**

Omar Smith presented a map of underserved broadband and cell areas as a result of gathering survey data. Omar indicated that there are 3 basic zones that are underserved: Zone #1 is North Hill Zone, Zone #2 is Howe Pond Zone, and Zone #3 is West Hill Zone. The BCC feels that focusing on the placement of an RT in Zones 1 and 2 should be a priority and wants to approach Fairpoint with this information. Omar explained that identifying the priority areas is necessary for the State grant that Fairpoint will be applying for. BCC provided a narrative to be sent to Fairpoint that outlines the priority areas in Readsboro. Omar indicated that the grant period closes July 1, 2016. Ted made a motion to accept the BCC narrative and recommendations dated June 1, 2016, to be sent to Fairpoint. Helyn seconded. So voted.

#### **B) Discussion & Action on LED Sign Location**

Cyndi Candiloro and the Selectboard discussed potential locations for the placement of an LED sign for use by non-profits in Town. The message board will hold up to 100 programmed messages. The sign has been made available through a grant received by the Library. The electric bill for the sign is estimated at \$8 per month. The sign is 19" x 52" and will be visible in both directions. Discussed locating the sign on an existing sign at Berard's, which is located near the Post Office. Helyn made a motion to place the LED sign that will be purchased with the Library grant on an existing pole at Berard's, provided that all permits are approved for

the sign. Ted seconded. So voted. Cyndi to follow up with the Zoning Administrator on the permitting for the sign.

**C) Discussion & Action on DRB and Broadband & Cell Committee Resignation**

Ted made a motion to accept the resignation from Rebecca Stone from the Development Review Board and the Broadband & Cell Committee effective May 31, 2016. David seconded. So voted.

**Hearing of Visitors**

Larry Hopkins asked if there was any response from the Zoning Administrator about follow up to issues. Helyn indicated that Becky had followed up with him and that he would be getting back to the Selectboard with updates.

David asked Larry about the contract with NEMRC to be available to discuss grievances as it relates to their hours being held during the day. Larry said that it could probably be arranged to hold some evening hours. David thought it would be a good idea to consider evening hours in the future.

Helyn asked Omar if the Broadband & Cell Committee had adequate members right now and Omar said yes. Selectboard asked Becky to follow up with the Zoning Administrator again so that the Selectboard will have a better sense of the response to the letters he sent out.

**Fiscal Matters**

**A) Signing of Selectboard Orders/Bills**

Board reviewed mail & signed warrants.

David moved to adjourn at 8:30 p.m. Ted seconded. So voted. Meeting adjourned at 8:30 p.m.

*Respectfully Submitted,*

*Rebecca Stone,  
Selectboard Clerk  
June 1, 2016  
Approved 6-8-16*