

**Town of Readsboro
Board of Selectmen
Regular Meeting
August 10, 2016**

Present: Helyn Strom-Henriksen, David Marchegiani, Ted Hopkins, Rebecca Stone, Amber Holland, Norman Wilber, Larry Hopkins

Call to Order

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

Agenda Additions/Deletions

Ted made a motion to add under New Business the Discussion & Action of the 6-month Vermont State Police contract. Helyn seconded. So voted.

Approval of Agenda

Helyn moved to approve the agenda as amended. Ted seconded. So voted.

Reading & Approval of Records

Helyn moved to approve the minutes of the Selectboard Regular Meeting of 08-03-16 as corrected. David seconded. So voted.

Fiscal Matters

A) Review of Budget Status Report

Checking balance	\$75,996.20
Owed to school FY 2016-2017	\$0
Water Account	\$60,642.80
Sewer Account	\$57,198.77
July 1 - Present	\$133,964.47
General Fund Balance	\$75,996.20

Amber presented the Budget Status Report for the Selectboard. Ted inquired as to anything outstanding in the Water Department funds that may be encumbered. Amber noted that an interest payment that will be out of taxation is due in November. Amber reported that reimbursements for the School Street Riverbank Stabilization Project totaling \$66,856.00 and the Municipal Planning Grant final reimbursement of \$2,220.00 have been received. Discussed making sure that copies of all grant paperwork is on file at Town Office. Amber inquired as to the SEARCH grant reimbursement. Ted to see Amber about the SEARCH grant. Larry Hopkins asked about Ruba Road reimbursement.

Report of the Superintendent of Public Works

A) Updates on Highways & Equipment

Norm reported that the brakes on Truck #3 have been repaired and that all the equipment is running. DPW is hauling gravel, grading, mowing, and weedwacking. Culvert repair and shoulder and ditch work continues. The reservoir was drained and cleaned on July 28th. The DPW cleaned out the Transfer Station on August 1st. Time is being taken to prepare for the upcoming blacktop jobs. King Hill Road and Glen Avenue are scheduled for paving on August 12th and 13th, weather permitting. VTrans Route 100 paving project is tentatively set to begin on August 25th. The brush on Canal Drive has been trimmed and the cable guardrail on Canal Drive is being worked on. Norm indicated that some band rail will be installed as well. Norm

explained the overtime hours. Norm reported that the company that worked on the Clear Span Salt Shed has sent us a reimbursement check for DPW time. Discussed paving and patching by VTrans while they are here doing Route 100. Norm has received feedback from some residents that the gravel being used by DPW appears to have more stones in it. The schedule for summer help is winding down, however, DPW Superintendent asked the Selectboard to consider having one summer staff person stay on through October.

B) Update on Blacktopping Schedules and Issues

As included in the DPW Superintendent's report, King Hill Road and Glen Avenue paving is to begin August 12-13, weather permitting. Route 100 paving is scheduled for week of August 25th. The item of paving on Chiste Road will be put on the next Selectboard meeting agenda. Becky to draft an agreement regarding paving of lower portion of Chiste Road. Discussed the Summer Road Materials budget and it appears to be staying on target. The new DPW employee is working out well.

Selectboard Administrative Report

A) Updates

Helyn reported that the School Street Riverbank Stabilization Project bi-weekly meeting discussion last week included guardrail and fencing, and signage for fencing. All indicate that the project is running on schedule with a September completion date. No word yet on the Bike/Ped Grant. Ted does not have an update on the SEARCH Grant but hopes to next week. Becky to clarify with VAOT about whether additional documents are needed for the Town's portion of the School Street Sidewalk Grant. David reported that exterior work at the Fire Station has begun and that they are experiencing some weather delays.

B) Discussion on Site Visit with Green Mountain National Forest (GMNF) re: LT #4

A site visit was held with GMNF staff and Ted earlier this week. Ted drew a diagram that explained that there is a question of the Town trail layout as there are two trails, one that runs along the old Stagecoach Road, which is closer to the river, and another trail that runs further away from the river. The two trails overlap for the first 400' and then split. Discussed potential gate placement in Readsboro and in Woodford. John Whitman has offered to do GPS measurements to help clarify which one is the Town trail. Ted reported that the existing parking lot is to see future improvements. GMNF to send draft to Ted for Selectboard review so as not to hold up the process for the Route 9 Integrated Resource Project.

C) Administrative Assistant Report

- Becky is issuing bid notices for the Surplus Fire Generator and the Readsboro Historical Society Building Renovation Project. Bids for both are due August 30, 2016. An ad will be placed in the Deerfield Valley News for the surplus generator. All bid notices will be issued to local businesses and posted in three (3) locations in town, in addition to the Town website.
- Transportation Alternatives Sidewalk Grant for School Street (\$300,000) – VAOT has indicated that they have received the Categorical Exclusion and that the Right of Way phase will begin
- Communications: ISO completed analysis of the structural fire suppression delivery system (see New Business & Communications item for more details); and the Vermont Public Service Board (PSB) has issued a deficient application notice to Star Wind Turbines LLC for the Bailey Hill Wind Project. PSB is requiring that the applicant provide additional sound impact data

Old Business

A) Discussion & Action on Transfer of Water Department Checking Funds to Capital Fund

Ted made a motion to transfer \$10,000.00 from the Water Department Checking fund to the Water Department Capital fund. Helyn seconded. So voted. Becky will notify the Treasurer of the action taken.

New Business & Communications

A) Discussion on ISO Correspondence

An analysis of the structural fire suppression delivery system has been completed by ISO with the assistance from Fire Chief Adam Codogni and Mitchell Holland. The Public Protection Classification survey is important as it relates to our insurance ratings and pricing. The Selectboard extends a thank you to Adam and Mitchell for their assistance in completing the survey.

B) Discussion on Tax Sale Redemption Year Expiration 08/07/16

The Selectboard noted that the one year is up from the tax sale held last year on 08/07/15. Becky to contact the Delinquent Tax Collector to make her aware that action is needed by the Delinquent Tax Collector in follow up to the tax sale.

C) Discussion & Action on 6-month Vermont State Police Contract

Becky presented the 6-month Vermont State Police Contract effective July 1, 2016 through December 31, 2016. Ted made a motion to approve the contract as presented. David seconded. So voted.

Hearing of Visitors

Larry Hopkins asked why the Selectboard talked earlier in the meeting about job performance of an employee, but a few weeks ago they wouldn't. The Selectboard explained that his questions a few weeks ago were specific to evaluations and the zoning process. The Selectboard expressed that there is certain criteria for holding discussions in open versus executive session.

Executive Session: Appointment or employment or evaluation of a public officer or employee; according to 1 V.S.A 313(A)

Motion to enter executive session at 8:10 p.m. for appointment or employment or reevaluation of a public officer or employee made by Ted, seconded by David. So voted. Becky Stone joined the Executive Session. Out of executive session at 8:30 p.m. No action taken.

Regular meeting resumed at 8:30 p.m.

Fiscal Matters

A) Signing of Selectboard Orders/Bills

Board reviewed mail & signed warrants.

David moved to adjourn at 8:50 p.m. Ted seconded. So voted. Meeting adjourned at 8:50 p.m.

Respectfully Submitted,

Rebecca Stone

Selectboard Clerk

August 10, 2016

Approved August 17, 2016