

**Town of Readsboro
Board of Selectmen
Regular Meeting
September 14, 2016**

Present: Helyn Strom-Henriksen, Ted Hopkins, David Marchegiani, Amber Holland, Rebecca Stone, Rolf Parker, John Whitman, Larry Hopkins, Forrest Hicks, Raymond Eilers, Sue Bailey, Inger Strom-Henriksen, Jason Klump at 7:40 p.m.

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. Ted seconded. So voted.

Reading & Approval of Records

Ted moved to approve the minutes of the Selectboard Regular Meeting of 09/07/16 as corrected. David seconded. So voted.

Fiscal Matters

A) Review of Budget Status Report

Checking balance	\$574,162.49
Owed to school FY 2016/2017	\$ 0
Water Account	\$52,123.29
Sewer Account	\$46,208.50
July 1 st - Present	\$679,932.34
General Fund Balance	\$574,162.49

Amber reviewed the Budget Status Report with the Selectboard. The FY17 School District invoice will be included in the next budget status report. Reimbursement funds for the School Street Riverbank Project have been received.

Selectboard Administrative Report

A) Updates

Ted reported that upon review of the National Forest Road #73, it has been determined that Legal Trail #4 is indeed the same shape as the National Forest Road #73. A thank you was extended to John Whitman for his assistance with the mapping. Helyn indicated that we still have not received an answer on the Bike/Ped grant. Helyn announced that the Final Public Hearing for the School Street Riverbank Stabilization Project will be held on September 28, 2016 at 6:15 p.m. at the Readsboro Town Office. David reported that the cell tower that was up last week at the Fire Station is now down again, and that the issue is being worked on.

B) Administrative Assistant Report

- Statewide Parcel Mapping Project – funded by VTrans. The funding will pay a mapping contractor to update our parcel data (tax maps). No match required. Waiting to hear from VTrans if Readsboro will be selected as one of the priority towns

- School Street Sidewalk Project - ROW plans received from The Dufresne Group; Town Counsel preparing draft easements
- Communications: Deerfield Wind Project – Construction Site Plans received
- Upcoming Meetings:
 - Public Assistance Training Seminars – October 3rd through 6th (various locations)
 - Deerfield Wind Project – groundbreaking ceremony on September 18th at 11:00 a.m. Ted and Becky will plan to attend.

New Business

A) Discussion & Action on New Computer Purchase

Helyn indicated that a new computer is needed for the Administrative Assistant since it is impacting work efficiency. Replacement cost estimate is approximately \$1,042.29. Ted made a motion to approve the purchase of a new computer for approximately \$1,042. David seconded. So voted.

B) Discussion with Zoning Administrator on Zoning Issues (Note: Agenda item discussed after Hearing of Visitors)

The Selectboard met with Jason Klump, Zoning Administrator, in follow up to both current zoning permits, and the backlog of permit issues. Jason reported that all current zoning permits are up to date. Jason indicated that there is one (1) application that will require a Development Review Board hearing. Jason reviewed the backlog and provided updates on every outstanding issue. Jason to place the notes that he has on each issue in the zoning files at the Town Office. Jason fielded questions from the Selectboard, Larry Hopkins and John Whitman. Discussed the job description for the Zoning Administrator. Jason to keep working on the backlog and expects to have them completed by February 2017 pending cooperation from owners.

C) Discussion & Action on Driveway Access Permit

Ted made a motion to approve a second Driveway Access Permit for Ralph Gilbertie pending detail verification. David seconded. So voted.

Old Business

A) Discussion on Transfer Station Violations

David reported that the alleged violations at the Transfer Station have been dealt with by proper labeling and storage in order to meet the State requirements. The DPW cleaned and organized the Transfer Station. David suggested building shelves to hold fluorescent bulbs. David to get prices before the Selectboard takes any action.

Surplus heating oil tank: David suggested that the oil tank that is at the Transfer Station should be removed since it is not being used. The Selectboard is in agreement with putting the oil tank out to bid for a minimum price of \$100.

B) Discussion on Changes in Hiring Policies

Ted referenced a new sick leave law that goes into effect on January 1, 2017 which requires a revision to the Personnel Policy. The Administrative Assistant has asked department heads for any other potential changes that they would like the Selectboard to consider when making these potential changes. Some items include defining the benefit year better, calendar year versus hire date. A list of items for consideration will be discussed at a future Selectboard meeting.

Hearing of Visitors

Forrest Hicks wondered if the Selectboard had any complaints about noise and speeding on Branch Hill and Main Street over the weekend. The Selectboard reported that they had not received any complaints. Forrest

provided a Cemetery Commission progress update. Forrest stated that the Director of the Green Mountain Cemetery will be in Readsboro on September 27th at 10:30 a.m. at the bandstand, and then will be viewing gravestone restoration progress in Readsboro.

John Whitman offered comments to the recent letter received from Mr. Macdonald about clarification of his parcel. John indicated that he had passed Mr. Macdonald's information along to someone that may be interested in the property, noting that surveying may need to be done. John inquired to job descriptions and signed copies being kept on file. Helyn stated that the discussion on the Agenda for the Zoning Administrator is regarding updates, not the job description. Sue Bailey of the Planning Commission (PC) expressed concern for better communication between the Zoning Administrator and the PC. Discussed Zoning Bylaws as it relates to definitions, as well as septic regulations that changed in 2007.

Fiscal Matters

A) Signing of Selectboard Orders/Bills

Board reviewed mail & signed warrants.

Ted moved to adjourn at 8:47 p.m. Helyn seconded. So voted. Meeting adjourned at 8:47 p.m.

Respectfully Submitted,

Rebecca Stone

Selectboard Clerk

September 14, 2016

Approved September 21, 2016