

**Town of Readsboro
Board of Selectmen
Regular Meeting
September 21, 2016**

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

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 09-14-16 as corrected. Helyn seconded. So voted.

Fiscal Matters

A) Review of Budget Status Report

Checking balance	\$549,308.45
Owed to school FY 2016-2017	\$932,951.72
Water Account	\$52,833.01
Sewer Account	\$47,831.03
July 1 - Present	\$687,426.53
General Fund Balance	\$383,643.27

Amber reviewed the Budget Status Report with the Selectboard. Amber is reviewing old files that came from Attorney Fisher's office with Ted Hopkins and will decide on what to retain for records. David inquired to the Equipment Repair and Replacement account showing an increase of \$9,000 since last week. Amber explained it was due to the generator grant reimbursement being received and sale proceeds of the old generator.

Report of the Superintendent of Public Works

A) Updates on Highways & Equipment

Norm reported that all equipment is up and running, mowing has finished for the year, and blacktop projects are complete. DPW has been performing culvert maintenance and patching. Norm indicated that they have seeded the area near the School Street Riverbank Stabilization Project as per project discussions. Norm explained the overtime hours. Norm said a new sander for truck #10 is needed and the estimate is \$6,400 from Zwack. David requested patching be done near the stop sign at the intersection of Tunnel Street and Main Street.

Selectboard Administrative Report

A) Updates

Helyn reminded everyone that the Final Closeout Public Hearing for the School Street Riverbank Stabilization Project is next Wednesday, September 28, 2016 at 6:15 p.m. at the Town Office. The Town should be hearing by next week from VTrans about the Bike/Ped grant decision. The status of the Windham Regional Commission was discussed since the departure of Matt Mann, our former contact person. Becky noted that she has been communicating with Susan McMahon and everything is going well. Ted reported that a surveyor was on site today with respect to the SEARCH grant, and that they should be done with preliminary surveying within the week. David noted that the Transfer Station is reorganized and that the new drainage ditches worked well with recent rain.

B) Administrative Assistant Report

- VLCT Reasonable Suspicion Training – the training that Norm and Becky attended was very helpful. Hi-lights include the need to adopt a Drug & Alcohol Policy, and the need to keep separate ‘driver qualifications’ files per the Federal Motor Carrier Safety Administration. Becky to meet with VLCT loss control representative next week to further discuss some of the items to be addressed.
- Communications: Morgan Macdonald requesting guidance on steps to donate the parcel that is owned by his father to the Town. Since someone has expressed an interest in purchasing the land, Becky suggested following up with John Whitman for starters. Becky will contact Mr. Macdonald once she has talked with John.
- Upcoming Meetings:
 - Candidate for State Representative John Moran – September 21st. Becky met with him at his request and discussed Broadband/Cell Committee initiatives
 - Vermont Community Development Association Fall Conference – October 18th
 - VTCMA Fall Conference – October 20th-21st

Old Business

A) Discussion on Policies Changes

Discussed many potential policy changes, some of which included benefits as they relate to anniversary hire dates versus calendar year, use of blocks of time accrued, use of Town equipment and computers, accrual of vacation days, number of personal, sick, and holidays, carrying of pagers, and the new Paid Sick Leave law that goes into effect January 1, 2017. Discussed benefit packages in comparison with other towns. The Selectboard plans to hold work sessions to discuss all of the potential Personnel Policy changes prior to December 1, 2016. Becky will incorporate the language discussed tonight into the current Personnel Policy in preparation for work sessions.

New Business & Communications

A) Discussion & Action on Possible WSWMD Recycling Changes

The Windham Solid Waste Management District is asking member towns to get estimates on recycling collection services as the WSWMD is looking at closing their Materials Recycling Facility. Estimates are needed for providing of recycling containers, hauling of recycling containers to a facility other than WSWMD, and payment or charges for recyclable materials. Becky to request the Utility Clerk gather estimates from TAM, an area hauler, in order to meet the WSWMD October 7th deadline. The Selectboard asked that the Utility Clerk follow up with the clothing box company and let them know they need to remove the box that is at the Transfer Station.

B) Discussion & Action on Purchase of Yearly Baptist Church Calendar

Ted made a motion to purchase space on the yearly Baptist Church calendar for \$11. David seconded. So voted.

C) Discussion & Action on Offer for Alpenwald Lot 218, Section 2

An offer has been made of \$1,000.00 on Alpenwald Lot 218, Section 2. Discussed requiring a non-refundable deposit. Ted made a motion to accept the offer of \$1,000.00, with the stipulation of a non-refundable deposit of \$500.00, and the remaining \$500.00 balance, plus recording fees, prior to property transfer. David seconded. So voted.

Hearing of Visitors

Raymond Eilers asked if the Town's health insurance plan options are being looked at. The Selectboard stated that the Town Clerk/Treasurer will gather information and present to the Selectboard for review.

Larry Hopkins asked if any transfers have been done yet for the tax sale held in August 2015. Selectboard indicated it is being worked on. Becky to follow up with the Delinquent Tax Collector.

Fiscal Matters

A) Signing of Selectboard Orders/Bills

Board reviewed mail & signed warrants.

Ted moved to adjourn at 8:20 p.m. David seconded. So voted. Meeting adjourned at 8:20 p.m.

Respectfully Submitted,

Rebecca Stone

Selectboard Clerk

September 21, 2016

Approved September 28, 2016