

**Town of Readsboro  
Board of Selectmen  
Regular Meeting  
September 28, 2016**

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

**Call to Order**

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

**Agenda Additions/Deletions**

Add "VLCT Insurance" under Fiscal Matters.

**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 09/21/16 as corrected. Ted seconded. So voted.

**Fiscal Matters**

**A) Review of Budget Status Report**

Checking balance	\$519,170.14
Owed to school FY 2016/2017	\$ 932,951.72
Water Account	\$51,448.40
Sewer Account	\$46,501.40
July 1 <sup>st</sup> - Present	\$687,426.53
General Fund Balance	(\$413,781.58)

Amber reviewed the Budget Status Report with the Selectboard. Amber is currently working on a payment processing issue.

**B) VLCT Insurance**

Discussed the insurance renewal values and the vehicle list as received from VLCT. Ted questioned the values shown for the Historical Society building. Clarification is needed on the classification of one of the vehicles listed. Amber will follow up with VLCT on both issues.

**Selectboard Administrative Report**

**A) Updates**

Helyn announced that the Town has been awarded the Bike/Ped grant from the Vermont Agency of Transportation totaling \$184,500.00. Helyn reported that the School Street Riverbank Project closeout Public Hearing was held tonight. Ted and Mitchell met with the surveyor with regard to the SEARCH grant. The waterline surveying is being done. David reported that he has done a comparison of health insurance and feels that Blue Cross/Blue Shield is a better plan than MVP. David has met with ANR regarding the dry hydrant and he expects a site review to be done this week. David noted that Warehouse #1 is being cleaned out by the DPW.

**B) Administrative Assistant Report**

- Sidewalk Project (Transportation Alternative grant \$300,000 and Bike/Ped grant \$184,500) - coordinating with Town Counsel, The Dufresne Group, WRC, and VTrans staff. Town Counsel is preparing draft easements for all Main Street, School Street, and Tunnel Street properties impacted by the project.
- Personnel File Review – reviewing all staff files to determine if all necessary paperwork is enclosed
- VLCT Loss Control – Met with Loss Control Representative this week - need to adopt a Drug & Alcohol Policy; following up on federal requirements for separate driver qualifications files
- Procurement Policy and Water Ordinance draft documents – send any other comments to Becky; will be placing on an upcoming Agenda to adopt
- Communications:
  - Star Wind Turbines for the Bailey Hill Wind Project – response to the Public Service Board Procedural Order
  - Macdonald Property - Selectboard in agreement with letting the owner know that if the Town were to consider taking the property as a donation that a certified survey is needed
  - August 2015 Tax Sale Follow Up – request from the purchaser of a parcel for action since the one-year redemption period has passed. Awaiting response from the Delinquent Tax Collector.
- Upcoming Meetings:
  - VTrans – Vermont Bridge #25 discussion October 12, 2016 at 7:00 p.m. with the Selectboard & The Dufresne Group

**Old Business**

None

**New Business****A) Set Work Session Date(s) for Personnel Policy Review**

Selectboard set a work session for Thursday, October 6, 2016 at 6:30 p.m. to begin reviewing the Personnel Policy for potential changes. Becky will notify the staff about the work session. Ted asked Becky to follow up with Jill Muhr from VLCT about the new sick leave law about what needs to be done if towns are already providing more than what the new law requires.

**B) 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 7:30 p.m. for appointment or employment or reevaluation of a public officer or employee made by Helyn, seconded by David. So voted. Out of executive session at 8:18 p.m.

**Hearing of Visitors**

John Whitman notified the Selectboard that he would be asking permission from the Town Clerk to borrow a map of the school in order to create an e-file. John offered remarks with regard to renewable energy legislation that has passed as it relates to eligibility for municipal planning grants.

Larry Hopkins encouraged a Selectboard member to attend the upcoming Development Review Board hearing on Tuesday evening, October 4, 2016. Ted will plan to attend.

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

Board reviewed mail & signed warrants.

Helyn moved to adjourn at 8:45p.m. David seconded. So voted. Meeting adjourned at 8:45 p.m.

*Respectfully Submitted,*

*Rebecca Stone, Selectboard Clerk*

*September 28, 2016*

*Approved October 5, 2016*