

**Town of Readsboro  
Board of Selectmen  
Regular Meeting  
October 19, 2016**

Present: Helyn Strom-Henriksen, David Marchegiani, Ted Hopkins, Norman Wilber, Rebecca Stone, Raymond Eilers, Greg Chittenden, Larry Hopkins, Mitchell Holland, Gig Zboray

**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 presented. David seconded. So voted.

**Reading & Approval of Records**

Helyn moved to approve the minutes of the Selectboard Regular Meeting of 10-12-16 as corrected. David seconded. So voted.

**Fiscal Matters**

**A) Review of Budget Status Report**

Checking balance	\$495,899.42
Owed to school FY 2016/2017	\$882,951.72
Water Account	\$55,675.74
Sewer Account	\$48,902.82
July 1 <sup>st</sup> - Present	\$747,598.03
General Fund Balance	(\$387,052.30)

An updated Budget Status Report was reviewed by the Selectboard as presented in advance of the meeting by the Town Clerk/Treasurer since she was unable to attend the meeting. David made a motion to accept the Budget Status Report as presented. Helyn seconded. So voted.

**Report of the Superintendent of Public Works**

**A) Updates on Highways & Equipment**

Norm reported that they have experienced some equipment repairs, but currently all equipment is up and running. DPW is busy hauling gravel, grading roads, and leaf blowing. Overtime hours were due to water-related issues. Approximately 30 yards of material has been placed in a low area on Phelps Lane. Norm is still waiting for sander pricing.

**B) Discussion & Action on Winter Sand Bids**

Received two bids for Winter Sand. One bid from Eilers Bros. for \$17.50 per ton, and one bid from Mitchell Sand & Gravel for \$12.90 per ton. A Schedule for Service was not included in the bid received from Mitchell Sand & Gravel as requested in the bid advertisement. Ted made a motion to award the Winter Sand bid to Eilers Bros. at \$17.50 per ton. David seconded. So voted.

**C) Discussion & Action on Winter Maintenance of Heartwellville Roads Bids**

Received one bid from Barkus Excavating for \$10,250.00 for Winter Maintenance of Heartwellville Roads. Ted made a motion to award the Winter Maintenance of Heartwellville Roads bid to Barkus Excavating at \$10,250.00. David seconded. So voted.

**D) Discussion & Action on Johnson Driveway Access Permit**

Ted made a motion to approve Mr. Johnson's driveway access permit pending verification of payment. David seconded. So voted.

**Selectboard Administrative Report**

**A) Updates**

David reported that he has been reviewing the preliminary plans for the Vermont Bridge #25 project.

**B) Town Administrator Report**

Becky reported that the Vermont Public Service Department has issued grant funds to expand broadband access to twelve towns across the State, inclusive of Readsboro. Funds for engineering services were awarded to Readsboro through the Southern Vermont Broadband Cooperative based in Stamford totaling \$22,000. The final reimbursement request for the School Street Riverbank Stabilization Project is in the process of being submitted. Becky reminded the Selectboard that discussion and action for the draft Procurement Policy is on the next Selectboard Agenda.

**Old Business**

**A) Discussion & Action on Recycling Carrier for Transfer Station – WSWMD Representative**

The Selectboard met with Readsboro's WSWMD Representative, Gig Zboray, regarding whether to stay with the WSWMD for recycling services. If the WSWMD does away with recycling, savings are estimated at approximately \$2,700.00, reducing our \$10,101.00 assessment to \$6,793.00. The Selectboard explained that the initial estimate from TAM to provide recycling services is \$3,823.00. Ted made a motion to direct Gig to notify the WSWMD that Readsboro supports the operating budget that includes recycling services with WSWMD. David seconded. So voted.

**New Business & Communications**

**A) Discussion & Action on Setting Date and Time for Halloween Trick or Treat**

Helyn made a motion to set Halloween Trick or Treat time for Monday, October 31<sup>st</sup>, from 6:00 to 8:00 p.m. Ted seconded. So voted. Becky will notify the Town Clerk of the date and time.

**B) Discussion & Action on State Bridge #25 Engineering Request**

The Selectboard reviewed the letter from Carolyn Carlson with VTrans requesting a response to the proposed changes to the Vermont Bridge #25 project based on her presentation last week. The Selectboard indicated they are acceptable to phased construction with 1-way traffic; they are acceptable during phased construction to build the new bridge off alignment with a wide shoulder; however, they are not acceptable to not maintaining pedestrian access during the phase 2 of the construction of the new bridge. The Selectboard wants to be certain that pedestrian access is maintained at all times and that a sidewalk is in the final plans. The Selectboard is in favor of lowering the speed limit to 25 mph over the bridge in both directions. Also to be included in the response to VTrans are several items that were part of previous communications that included both community and design considerations. Ted to get the list to Becky. Becky will draft a letter to VTrans for the Selectboard to review. VTrans has requested a response no later than November 4<sup>th</sup>.

**C) Discussion & Action on Offer for Alpenwald Lot 251**

An offer has been made for Alpenwald Lot 251. Helyn made a motion to sell Alpenwald Lot 251 to a prospective bidder in the amount of \$400.00. Discussed the condition of the site. Some discussion ensued about how this item was placed on the Agenda and Becky clarified that it was received prior to the Agenda being posted and reviewed with the Chair before adding this item, as well as the floor drain item, to the Agenda. Becky asked if the requests for placement of items on Agendas are to be done differently, and if so, then the disclaimer on every posted agenda needs to be changed to reflect a different process. It was decided that further research was needed on the parcel and Ted will follow up. The item will be placed on the next Selectboard meeting Agenda.

**D) Discussion on Request to Hook Into the Municipal Water/Sewer System**

Note this item was discussed as part of the Superintendent of Public Works Report.

Raymond Eilers asked to be able to tie the Eilers Bros. garage into the municipal water/sewer system to comply with the floor drain regulations as issued by the State. Norm reported that the Town has received the same letter from the State applicable to Town buildings. Mitchell Holland presented the Sewer Ordinance which would prohibit this type of activity. As far as alternatives, it was explained that there aren't any at this point.

**Hearing of Visitors**

Larry Hopkins presented copies of the current job descriptions and contracts for both the Selectmen's Clerk position and the Town Administrator position, and for the previous job descriptions and contracts for both positions as obtained through the Town Clerk. Larry inquired to how the workload hours were based, how was it being funded, and how the Selectboard was justifying paying the rates that were set based on only a few items being changed in the job description of the Town Administrator, and offered comments on the menial tasks performed by the Selectmen's Clerk position. An exchange of information from members of the Selectboard and the person holding both of these positions was shared. A majority of the Selectboard indicated that the workload for the Town Administrator position is more than 20 hours per week and that the changes were made in the best interest of the Town.

**Fiscal Matters**

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

Board reviewed mail & signed warrants.

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

*Respectfully Submitted,*

*Rebecca Stone*

*Selectboard Clerk*

*October 19, 2016*

*Approved October 26, 2016*