

**Town of Readsboro
Board of Selectmen
Regular Meeting
November 2, 2016**

Present: Helyn Strom-Henriksen, David Marchegiani, Ted Hopkins, Norman Wilber, Amber Holland, John Kelly, Deb Kelly, Larry Hopkins, Rhonda Smith, Forrest Hicks, 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 10-26-16 as corrected. David seconded. So voted.

Fiscal Matters

A) Review of Budget Status Report

Checking balance	\$447,085.18
Owed to school FY 2016/2017	\$782,951.72
Water Account	\$52,570.85
Sewer Account	\$52,113.98
July 1 st - Present	\$812,419.27
General Fund Balance	(\$335,866.54)

Amber noted that she signed up for a webinar on December 14, 2016 with NEMRC in regards to the Sick Time bill. This webinar will show her how to track the accrued time.

Report of the Superintendent of Public Works

A) Updates on Highways & Equipment

See attached report. Norm noted that the new employee received his CDL today, but is restricted to automatic trucks. Norm hopes the employee will be able to upgrade his CDL from automatic to standard once Truck 2 is fixed. He hopes that the employee can upgrade by year end. There was also discussion on if the no parking signs had been hung for the winter. Norm stated they had and if people do not comply they will get a letter placed on their windshield reminding them of regulations.

B) Discussion & Action on Access Repair Request

Norm stated that he reviewed the permit and did a site visit. He found that the pipe was installed incorrectly. The permit stated that 30 feet of 15 inch pipe was to be installed on a slope set back from the road. Norm found that 40 feet of 15 inch pipe was installed level and not on a slope set back from the road. John Kelly asked for further clarification of the process and whose responsibility it is to notify the Town that the driveway has been installed. The Selectboard informed John that the process has varied over the years, but typically it is the contractor that contacts the Town for inspection. The Selectboard said they would mail a copy of Norm's findings to John for his records.

Selectboard Administrative Report

A) Updates

Ted stated he would like to contact Dufrense & Associates regarding the status of the Search Grant.

Amber mentioned that Cyndi Candiloro sent an email requesting to decorate the Bandstand for the Christmas season. She would like to hang the lights while it is still warm out. The Selectboard gave verbal approval and will place the matter on next weeks agenda for a formal vote.

B) Town Administrator Report

None

Old Business

A) Discussion & Action on Setting Date and Time for Next Policy Review Work Session

The next policy review meeting will be on November 10, 2016 at 6:30 pm

New Business & Communications

None

Hearing of Visitors

Larry Hopkins raised concern with a letter that was part of a zoning application he received tonight from the Zoning Administrator. The letter states that a shed had been converted into living quarters. Larry stated that this was not the violation that pertained to that parcel. Larry feels this incorrect form letter makes the Town and Listers office look foolish because it doesn't address the correct violation. The Selectboard requested that Becky send an email to the Zoning Administrator requesting that he provide a status update on any recent violations.

Raymond Eilers asked if the Delinquent Collector was doing her job. Selectboard stated yes she is. Rhonda Smith asked when the next tax sale was scheduled. The Board noted that they typically happen every two years and the most recent tax sale was just over a year ago.

Board asked Ted to look into the process of declaring a public nuisance in regards to burning debris near town buildings.

Fiscal Matters

A) Signing of Selectboard Orders/Bills

Board reviewed mail & signed warrants.

Helyn moved to adjourn at 7:30 p.m. Teddy seconded. So voted. Meeting adjourned at 7:30 p.m.

Respectfully Submitted,

Amber Holland

Acting Selectboard Clerk

November 2, 2016

Approved November 9, 2016