

**Town of Moretown
Office of the SELECTBOARD**

DRAFT – Notice of unapproved minutes of the February 1, 2010 Selectboard meeting

Board members present were: Rae Washburn, Stephanie Venema, Dave Van Deusen, Rob Roberts, and John Hoogenboom

Guests: Kara Herlihy of the Valley Reporter, Becky Ciampi, Evelyn Goss, Cheryl Brown as assistant to the Board

Rae called the meeting to order at 6:00 p.m.

Public Comment - No one was here tonight for public comment

Reports & Communication:

Overweight trucks on the interstate road system – Cory Gustafson from the Vermont League of Cities & Towns sent a letter inviting the Selectboard to forward comments about the one year Federal pilot that allows overweight trucks to travel the interstate system. Rae read a letter aloud from the Selectboard that he would like to forward to VLCT.

Rae moved to send a letter to VLCT from the Selectboard, supporting overweight trucks being allowed to travel on the interstate. Stephanie seconded.

Discussion included that a copy of the letter be forwarded to Legislators Maxine Grad and Anne Donahue.

Vote: All were in favor.

Sidewalk Conceptual Alignment Analysis proposals – were provided by Steve Gladczuk, Transportation Planner at Central Vermont Regional Planning Commission (CVRPC). The packet included bid introduction, an outline of the work, and score sheets for the Study.

Dave moved, seconded by Rae, to appoint Stephanie to read the analysis details and report back to the Selectboard with information to be used during selection process.

Discussion: Board members will review the packet and forward any questions or comments to Stephanie. Dara Torre of the sidewalk committee was also provided a copy of the analysis. There will be more discussion at the 2/15 meeting

Vote: All were in favor.

Planning Commission business:

Resignation from Eric Howes – a letter of resignation dated January 20th, was received from Eric Howes.

Stephanie moved to accept Eric Howes resignation from the Planning Commission. John seconded. All were in favor.

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Request for appointment – Clarence Wood sent a letter requesting appointment to the Planning Commission.

Stephanie moved to appoint Clarence Wood to the Planning Commission, subject to that Clarence come into the next Selectboard meeting and talk with the Board. Dave seconded. All were in favor.

Soccer camp – A request from the Mad River Valley Soccer Associate (MRVSA) for permission to use the Moretown Recreation fields for the British Soccer camp in July.

John moved to approve MRVSA the use the Moretown recreation fields for British Soccer camp. Dave seconded.

Discussion – Vee Lynch of the recreation committee is aware of the request and will be notified of tonight's decision.

Paul Gillies – Notice that effective 2/1/2010, Paul Gillies will be charging \$140 per hour for his services.

Discussion followed about what Paul's current rate is, and whether or not Ron Shem's rate will be increasing as well. Cheryl will email Ron and ask.

100 on 100 – Request for permission for the 100 on 100 relay road race, to be held on Saturday, August 28, 2010, to pass through Moretown. There was discussion that this race has been passing through Moretown for a few years, and how organized and well policed the event has been in the past. Local groups and vendors are welcome to set up tables at transition points to sell their products.

Stephanie moved to approve the request of 100 on 100 to pass through Moretown during the bike race the weekend of August 28, 2010. Rae seconded. All were in favor.

Timberline Events – Request for permission to use the Moretown Commuter parking lot as an exchange area on June 19th for the Green Mountain Relay race. The event could involve a total of over 50 teams and over 500 runners over the course of the two day event. They expect the exchange in Moretown will take place on the evening of Saturday, June 19th.

Before making a decision on this request, the board will request additional information from Race Director Paul Vanderheiden.

Constable training – Raymond Munn provided a schedule for part time police officer basic training in 2010, at the Vermont Police Academy. The information will be given to the constables elected after Town Meeting.

Law enforcement – Notice from Lisa Loomis about a February 11th forum on law enforcement, to discuss police protection issues in the valley. Interested parties should call Lisa, at The Valley Reporter, for meeting specifics.

Polling place accessibility grant that could be used to pave the yard or build a ramp for easier access into the town hall to vote. The Board is hesitant to build a ramp and wonder if the grant could be used to pay for elevator repairs.

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Mike Demingware – Mike provided the Selectboard with a copy of a letter he sent to the Listers, of what he thinks is an error in the tax listing. Mike thinks he owns a part of a parcel property that was subdivided and a part sold by the previous owners (his relations), but still being assessed for the entire parcel.

Tractor – Meriden Nelson provided pricing for a new commercial tractor and equipment to replace the current tractor and equipment. If the new tractor and equipment were traded in, a new commercial package would cost about \$23,700.

About \$670.00 was spent last week to replace a leaking driveshaft seal and then a left front hub seal. No action was taken on the quote.

Becky Ciampi – Town Hall business:

Rentals -

Contract and fee schedule - The town hall committee is working on a new contract and fee schedule. Becky still has a little work to do on the contract, and as soon as she has it done, she will forward it to Cheryl for the board to review.

Play Group and Yoga Group – both are storing materials at the town hall, taking up quite a bit of room. Discussion included:

- Becky said there is a lot of room being used to store mats, toys etc., at the town hall. Who would be liable if property stored at the town hall was lost, and things are being stored at the town hall. The Board gave Becky the authority to control how much, (and where) items used by the play group and yoga group, are stored in the town hall.
- There are kids from communities other than Moretown attending the play group. The original purpose of letting groups use the town hall free of charge was because the groups benefited Moretown kids and residents.
- There was a lengthy discussion about insurance coverage. Is there a difference between coverage for a weekly event and an occasional rental? Will the group Administrators homeowners insurance cover the group? If a town hall committee member were to oversee the groups, would the town's insurance then cover any loss? Cheryl will contact our agent with coverage questions.
- Going forward, Becky is keeping a history of rentals – what type of event the hall was rented for, rental revenue etc. The board thinks it would be nice to have past year's rental information to compare with maintenance costs incurred.

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Repair & Renovation status – Hoover stopped in earlier today and left an overview of the status of the repairs.

- Elevator – He believes work will begin next week. The work will be done before Town Meeting.
- Windows – The windows are ready for installation. He was going to do it last week but it was too cold. He will get to it this week.
- Decking and Boarding – will be done before Town Meeting.
- Kevin Collins electrical work – Kevin and Hoover are working together on the electrical. They will be coordinating with the elevator work.
- Dave thinks the town will receive about \$12,000 in grant reimbursement for some of the energy efficiency improvement work.

Cleaning for Town Meeting - Becky needs time to clean the entire town hall before Town Meeting. She wants to do the cleaning the week school is closed (the week of February 21st). She wants to close the town hall for the week so she can get the work done. Becky also requested that the repairs be done by February 20th. Dave will call Hoover and let him know that the repairs need to be done by the 20th.

Request to change the locks – Because there is no way of knowing who has keys to the town hall, and because little things have come up missing, Becky requested permission from the Board to have the locks changed. The Board approved the locks be changed but to wait until after Town Meeting to have it done.

Approval of minutes:

1/18/10 – Rae moved to approve the minutes of January 18, 2010 as amended on page 3 to read – **Mad River Scenic Byway update** – the grant was about \$18,000 *not* \$8,000. Stephanie seconded. All were in favor.

Old Business:

Tax Anticipation Note application – no application was presented tonight for signatures.

Ancient Roads – Rae reported speaking with Paul Gillies about providing a summary of work that has been done so far on the ancient road lookup. Paul will provide the summary before the end of the month.

Electrical work by Kevin Collins – it was reported earlier tonight that Hoover is coordinating the electrical work with the elevator repairs.

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Town hall repairs and renovation status – was discussed earlier when Becky Ciampi was present.

Reappraisal order plan – Stearns Allen, District Advisor for Property Valuation, was contacted for names of appraisers qualified to do a statistical appraisal. During the conversation, Mr. Allen advised that before Property Valuation would approve the town do a statistical appraisal rather than a full appraisal, the town needs to submit a Data Quality Study. Property Valuation would use the data in the Study to make their decision. Mr. Allen also gave four names of appraisers qualified to do statistical appraisals and the Data Quality Study.

Administrative Assistant job description – Stephanie has drafted a description of duties. The Selectboard will review the draft before the next meeting.

New Business:

River Road flooding – flooding that happened last week did not affect the portion of River Road that was raised. The portion that was not raised and the portion of the road by the Barrows residences were both flooded and impassable for three days. Photos taken of the flooding are in the River Road file.

Stephanie spoke about the next section of road that will be raised this summer, and about another section that should be raised. She said before the section of road by the Barrows residences could be raised an engineering study would need to be done.

Town hall accessibility grant – a grant to improve access to the polling place is available. Because there is an elevator at the town hall, the Board does not want to add a ramp to the front porch, but they wonder if the grant would cover the costs to repair the elevator.

VTrans Enhancement Grant Committee representative – Title 19, Section 38 of the Vermont State Statutes states that a Vermont transportation enhancement grant committee was created, and the State is asking town's to appoint members to represent municipalities on the State committee. Appointment of representative(s) will be deferred until after Town Meeting.

Pre-Town Meeting presentation – the pre-Town Meeting Informational Meeting will be hosted by the School Directors this year, on Monday, March 1st. The Board talked about what will be on their presentation agenda:

- John will give a breakdown of the 2010 budget/article;
- Don LaRocca will give a presentation on the Capital Budget;
- Dave will talk about the town hall repairs and renovations.

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Articles:

Rae - the new highway truck and the town trail maintenance

Rob - the article about how the landfill revenue will be divided, and about year end account balances.

Stephanie will talk about town highways and bridges

Lock box on the front door of the Town Clerk's office – Rae reported of an incident when an officer petition was put into the locked box last week. Because Cherylyn didn't know it was there, the petition nearly missed the deadline for submission.

Discussion followed: the Treasurer and Asst. Treasurer are the only people that have a key to the box; what the purpose of the box is; and how often the box is checked.

Dave moved that the box on the front of the Town Office be a town drop box, and both the Town Treasurer and the Town Clerk have a key. John seconded.

Discussion that the box is a town box that could be used by anyone by the town. Dave's motion stands.

Vote: All were in favor.

Rae moved to enter into executive session at 8:20 p.m., to discuss disciplinary action against a public officer or employee, where pre-mature general public knowledge would clearly place the municipality and or person involved at a substantial disadvantage. Stephanie seconded. All were in favor.

Dave moved to come out of executive session at 8:25 p.m. Rae seconded. All were in favor.

Rae moved to remove the disciplinary letter currently in Chris Gray's personnel file. Dave seconded. All were in favor.

Road reports – provided by Stephanie last week for sand usage and 2009 road report summary were reviewed tonight.

Certificate of Highway Mileage - was signed and forwarded to the Town Clerk for recording.

Warrant #'s 9, 10, and 11 were approved as submitted.

Overload permits – for Casey and Demag were approved.

John moved to adjourn at 8:55 p.m. Dave seconded. All were in favor.