

**Town of Moretown
Office of the SELECTBOARD**

DRAFT - Notice of unapproved minutes of the February 15, 2010 Selectboard meeting

Board members present were: Rae Washburn, Stephanie Venema, Dave VanDeusen, Rob Roberts, John Hoogenboom

Guests: Kara Herlihy, Eric Howes, Jonathan Siegel, Clarence Wood, Amy Deutl, John Malter, Bobby Graves, Steve Magill, Helen Banevicius, Cheryl Brown as assistant to the Board

Rae called the meeting to order at 6:00 p.m., followed by a moment of silence for Craig Elwell who passed away on February 12th.

Public Comment:

Eric Howes – donated his services to help plow some of the smaller town roads to help out the road crew. He thinks it is important to back up the road crew anyway we can during this difficult time.

Clarence Wood – as a condition to his appointment, Clarence was asked to come in and talk with the Selectboard about being appointed to the Planning Commission. Clarence has served on the Historical Society, Library Commissioner, on the town hall committee, capital budget committee, and has been 2nd Constable for a number of years. Clarence reminded all of a time capsule that was buried in front of the town hall in 1976. He doesn't remember where it was buried, but he is sure it was buried.

Clarence is officially appointed to the Planning Commission.

Financial report – **Amy Deutl** provided revenue reports, expense report, and balance sheets for governmental funds for 2009, and 2010 budget reports. Review of the reports commenced.

John Malter – of the **Mad River Resource Management Alliance** gave an overview of the work done in 2009 by the Alliance. Discussion included:

- A new recycling “textile program” of clean garments, linens, belts, shoes, etc. You can still recycle at the Moretown Landfill free of charge when you drop off you trash.
- Over 1100 gallons of used crankcase oil was collected in 2009.
- 44 compost bins and 26 kitchen collectors were sold in 2009.
- Based on Per Capita times \$2, Moretown’s Alliance dues are \$3,460 in 2010. Moretown Landfill, Inc. reimburses the town for the dues.

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- A total of 1400 tires and 3 tons of metal were collected at the Earthwise Transfer Station and Green Up Day event in 2009. The Alliance participated in the Wheels for Warmth Program held at DuBois Construction on October 31st.
- Old car batteries can be turned in at NAPA stores and they will give you money for the battery.
- As always, backyard burning of trash is illegal and causes air pollution problems.
- The Alliance is a member of the Vermont Product Stewardship Council, which provides a local focus that manufacturers become more responsible to build products that will not have adverse impacts/costs when disposed.

A full copy of the report will be available at pre-Town Meeting and at Town Meeting

John Hoogenboom moved to approve the Mad River Resource Management Alliance 2010 budget of \$89,731 as presented tonight. Stephanie seconded. All were in favor.

Dave moved to appoint Jonathan Siegel as Moretown's representative to the Mad River Resource Management Alliance. Rae seconded. All were in favor.

Public hearing for reclassification of Herring Brook Road - Class IV to Class III –

Rae Washburn and Craig Elwell met with Doug Newton of VTrans on July 16, 2009, to determine if the condition of the section of Herring Brook Road that the town wants to upgrade, meets State Standards for Class III. After the inspection, Doug said the condition of the road meets Class III standards, and at their July 6th meeting the Selectboard made a motion to proceed with the process to reclassify the portion of the Herring Brook Road from the junction of Herring Brook and Jones Brook Road to the Sargent residence from Class IV to Class III.

As part of the reclassification process, State Statutes require a site visit of the area of road to be reclassified, that there be a public hearing and notice of the site visit and public hearing be sent to all interested parties by certified mailings. There was a site visit on November 16, 2009 with a public hearing later that evening, and a second site visit this afternoon, and public hearing tonight.

The next step is for the Selectboard to write up a decision, adopt the decision and mail it out, all within 60 days of tonight's public hearing.

Stephanie moved, based on the site visits and public hearings, to move forward with preparing a written decision to change the classification of Herring Brook Road from Class IV to Class III. Dave seconded. All were in favor.

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Reports & Communication, mail

Tritium disposal – The question was raised whether or not the Moretown Landfill accepted waste contaminated with tritium. Tom Badowski stated that the landfill will not accept tritium contaminated waste from any source.

Mad River Byway signage approval - approval to fabricate signs was received from Scott Gurley, Project Supervisor of Program Development Division of the State of Vermont.

Waiver of fees – Cherilyn requested the approval of the Board to waive the \$10 fee for death certificates needed by Craig Elwell’s family members.

Rae moved to waive any fees to Craig’s family for death certificates. John seconded. All were in favor.

Approval of minutes:

2/1/10 – Stephanie moved to approve the minutes of 2/1/10 as written. Rae seconded. All were in favor.

2/8/10 – John moved to approve the minutes of 2/8/10 as written. Stephanie seconded. All were in favor.

OLD BUSINESS:

Conceptual Alignment analysis of village sidewalks proposals – Stephanie reported:

- This study is an update on the conceptual study done on the sidewalks years ago.
- Central Vermont Regional Planning Commission (CVRPC) will pay \$20,000 for the update. Stephanie is working with Safe Routes to School etc., to review proposals from RSG, Dubois & King, and Smart Mobility. After rate sheets were done by those reviewing the bids, all bidders were allowed to respond.
- Stephanie believes in the end, the recommendation will be for either RSG or Dubois & King.
- Dara Torres is submitting a Letter of Intent to apply for another grant for Safe Routes to School to be used for traffic calming signage. The town will responsible for maintaining the signage.
- Can not move forward with any more sidewalk repairs until the study has been done.

John moved to allow Stephanie to make a decision on which company to award the bid to. Rae seconded. All were in favor.

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Administrative Assistant job description – a draft prepared by Stephanie was reviewed. The only discussion was about opening the mail, and should it be further defined what mail should be opened before being distributed ie: mail addressed to the Treasurer or Clerk. The Selectboard will review State Statutes that layout the duties of the Town Treasurer and Town Clerk, and discuss the mail issue when they are present.

Town hall business:

Rental and rate schedule – Becky has not forwarded a revised contract yet but the town hall committee supports the new rate schedule.

Stephanie moved to approve the rate schedule as presented. Rae seconded.

Discussion: Becky should provide a summary of town hall rentals for next year's town report; Becky will monitor the storage of equipment/toys etc. of the yoga and play groups; the town hall committee should look over the contract before it is forwarded to the Selectboard; the town hall committee will look for other uses of the town hall; there will be no BYOB rentals.

Vote: All were in favor.

Insurance issue – Rob said he copied part of our insurance declaration, and Kaj Samsom is looking over our general liability insurance policy and will get back to Rob with his idea whether or not the town would be covered for the yoga and play groups.

Town hall repairs and renovations –

- Dave reported that we should be getting around \$10,000 in grant reimbursement for energy saving renovations.
- Rae reported that the elevator repairs have been done. We still need to clean up under and around the lift though. Hoover is getting a quote for plastic/lexan storm windows that can be put up and taken down in the winter.

Timberline Events – provided additional information about the June relay race.

Stephanie moved to approve the Timberline/Green Mountain Relay race. Rae seconded.

Discussion – Cheryl will ask Timberline Events to consider giving Moretown a donation to our recreation department. All were in favor.

New Business:

Fire Department business –

- Eric Howes updated that Will Houghton resigned as Fire Chief and that the fire department meets tomorrow night after which Eric expects he will be elected Fire Chief.

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- Eric said they plan to implement clear objectives, and ways to help firemen attend fire meetings.
- The new truck is working out even better than expected.
- Eric will provide a report of the fire department responds to.
- All fire hoses will be tested this year.
- Possibly the old 1988 van can be sold.
- Since the new insurance pays for some training, firemen will be attending traffic control/flagging training

The Board thanked Eric for his services to the town.

Road department business:

Plans for the road department - Rae reported meeting with Jeff Baker this morning about helping out in Craig's absence. Jeff is available to help out until mid April. Jeff would like to work 40 hours per week and pay of \$15 per hour.

Rae moved to guarantee Jeff Baker 40 hours per week and pay him \$15 per hour. Rob seconded.

Discussion – Jeff understands he will try to avoid any overtime. There was a lengthy discussion about how to proceed after losing Craig. Rae will try to help by forming a task force of three or so people, to identify needs of the road department, and what options there are for those needs. After March 1st, Rae would consider supervising the road crew on a part-time basis for compensation. He and the task force will have to look at numbers before he is convinced we need three full-time employees in the road department. There was discussion about whether or not to go forward with a new truck this year, whether or not to advertise for a road foreman, what to do in the interim, who should answer complaint during mud season etc., what projects Craig had planned.... Rae plans to meet with the road crew on Friday and he will talk with them then about what they think should happen with the road department. Rae will do the best he can to fill in for now with things that come up, until we have a “road department plan”.

Vote: All were in favor.

Craig's separation compensation – The Board reviewed comp-time owed to Craig and vacation time owed to Craig.

Rae moved to pay Craig Elwell for 58.5 hours of comp-time at the overtime rate, and 30 days (270 hours) of vacation pay at the regular rate. John seconded. All were in favor.

Next meeting – There will be a special meeting on Monday, February 22nd.

Stephanie moved and Dave seconded, to adjourn at 9:00 p.m.