

**Town of Moretown
Office of the SELECTBOARD**

Draft – Unapproved minutes of the January 18, 2010 Selectboard meeting

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

Guests: Planning Commissioner Don LaRocca, Dara Herlihy, Brian Ward, Amy Deutl, Raymond Munn, Carl Wimble, Cheryl Brown as assistant to the Board

Rae called the meeting to order at 6:10 p.m.

Reports & Communication, mail

Overhead doors at town garage – Quote from Overhead Door Company of Burlington, to do preventive maintenance on the overhead doors at the town garage. Preventive maintenance consists of aligning tracks, tighten all nuts and bolts, checking all rollers, cables, and weather stripping (and replace as needed), lube and adjust springs, and check all electric operators to be sure they are in good operating condition, such as limit switches, chains and cables. They estimate it will cost between \$80 and \$100 per door for the preventive maintenance.

Rae moved to hire Overhead Door Company of Burlington to do preventive maintenance on the overhead doors at the town garage as per quote. Dave seconded. All were in favor.

E.F. Wall invoice – received from E. F. Wall for change order # 7 for \$686, to replace the bulbs in the three front lights at the town garage with lower wattage. The change order was approved by Rae in December of 2008, but never invoiced. The Selectboard approved paying the invoice.

Grant reimbursement – Stephanie reported receiving \$89,748.73 from FEMA for partial reimbursement of costs to raise a portion of the River Road, and to install a box culvert on the Moretown Mountain Road. A second portion of the River Road will be raised this summer, and guardrails will be placed in the area of the box culvert just installed, both of which will be partially reimbursed through grant funding.

Liquor license for Moretown General Store (Jolley Associates) – was signed by the Board and passed along to the Town Clerk for filing.

C & C Services LLC – provided flyers for contractor services he provides, requesting Moretown keep him in mind.

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Approval of minutes:

1/4/10 – Stephanie moved to approve the minutes of 1/4/10 as written. John seconded. All were in favor.

1/11/10 – John moved to approve the minutes of 1/11/10 as written. Stephanie seconded. John, Stephanie, Rae and Rob approved. Dave abstained as he was absent for that meeting. Motion passed.

Financial report by Amy Deuti –

Tax Anticipation Note – Amy said it is time to apply for a tax anticipation note, and asked if she could get the application information together.

John moved to allow Amy to put Tax Anticipation Loan information together after she figures out what we will need to pay expenses until property tax money arrives. Rob seconded. All were in favor.

Revenue and budget expense reports – provided by Amy were reviewed. Discussion included:

- Total budget for the highway department is under budget
- Total River Road project to raise the road, out of pocket is around \$13,000.
- The total budget shows a deficit of around \$21,000, most if not all, can be offset by revenue received to reimburse the expenditure
- The Board will continue to review the reports, contact Amy with questions, and Rob will prepare a report for Town Meeting explaining the deficit.

Bridge & Culvert Fund – the \$26,752.50 received from the State of Vermont for 90% reimbursement of the cost for the culvert that was installed on the Moretown Mountain Road will be deposited into the Bridge & Culvert Fund to cover the cost for the culvert.

Amy suggested having a separate bank account specifically for this fund.

Stephanie moved to establish a new bank account for the Bridge & Culvert Fund. Rob seconded. All were in favor.

Fund balances – Amy provided the following account balances:

Capital Reserve Fund -	\$135,397.47
Capital Savings Reserve -	\$361,201.90
Reappraisal Fund -	\$ 42,513.80
Deeryard/Children's Fund -	\$ 45,000.00

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Road Report by Stephanie and Rae –

Reports - Stephanie reviewed reports printed from the highway program, of salt usage, and a road maintenance summary for each road with associated costs. There was discussion about how much sand was bought this year and how much was used last year, and how much should be used this year. The Board thinks as a whole, the people are happy with our road maintenance.

Leslie Russell – Rae discussed Leslie Russell’s concerns about the town placing snow on her property. There was discussion that the town could measure and place stakes, showing where the road right of way is.

OLD BUSINESS:

Mad River Scenic Byway update – Stephanie reported of a second grant for about \$18,000 that could be used to renovate the old Taplin School near Middlesex. The byway committee wants to designate the building as historic, and have signage. Earlene Marsh is helping with this project, working with Green Mountain Power to negotiate a long-term lease, to donate, or sell the building to the Town.

Ancient Roads – Rae said he called Paul Gillies and told him that we are not going forward with the Ancient Road lookup, and that we want an organized summary of what has been done so far and what the associated costs would be. He hasn’t heard back from Paul yet.

Brian Ward spoke about Lester Lane, and changes made to the highway map after 1980 have changed the road location. Brian believes the layout on the current highway map is incorrect, and is concerned that over time he may not be able to have the same use of the road that he has now.

Rae will ask Paul Gillies if his ancient road investigations included the Lester Lane area. Cheryl will contact Jonathan Croft in State mapping, and ask what needs to be done change the highway maps to what they used to be.

Herring Brook reclassification – Rae signed a letter that will be sent to Herring Brook landowners and interest parties, of the town’s intent to change a portion of Herring Brook Road from Class IV to Class III.

Background checks – Rae approved Cheryl do the paperwork necessary to do background checks on the Town Clerk, Treasurer and Delinquent Tax Collector. Dave seconded. All were in favor.

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Town hall business –

Electrical work – Kevin Collins volunteered to do electrical work free of charge. Rae reported meeting with Kevin, Hoover Austin and Doug Reed about what electrical work needs to be done at the town hall. After leaving Rae, Kevin came to the town office and spoke with the Town Clerk about what was needed for additional outlets in her office. Rae said he told Kevin that any work he felt was above and beyond what he wanted to do for free, should be forwarded as an estimate to the Selectboard before he did the work.

Grants – Dave said we will get some of the monies spent on the town hall repairs back in 2010 via grants. He is working on the paperwork.

Keefe & Wesner invoice for architectural services – An invoice was received from Keefe & Wesner Architects, PC, for \$881.57. Tom Keefe was asked to provide a breakdown of what services the bill included. After reviewing Tom's comments and reviewing old Selectboard meeting minute, the Town decided to pay part of the invoice and send a letter with the check explaining the Board's decision to pay only what they consider, work approved by the town.

Dave moved that the decision be to pay Keefe & Wesner Architects, PC for three hours of labor at \$120.00 per hour for work the Board believes they authorized, and send a note along with the payment of the Boards reason for the decrease in payment. John seconded.

Discussion – Tom Keefe indicated the invoice covers a period from December 10, 2008 through September 9, 2009, and Board recalls little work done by Tom Keefe other than a proposal around June outlining architectural services he would provide and associated costs for those services, and a few phone calls from Dave.

Vote All were in favor.

Elevator repair – Rae said the elevator repair work should be done in a couple of weeks.

Budget, Article, and CIP work:

Town budget - The proposed budget continued to be reviewed and compared to the reports provided by Amy tonight. Rob will put together a spread sheet that reflects associated revenue that offsets the budget deficit of around \$21,000.

Rae moved to set the 2010 town budget at \$967,098. Dave seconded. All were in favor.

Reappraisal - \$5,000 was put into the 2010 town budget, rather than on an article, for reappraisal work. If the \$5,000 is not spent in 2010, it will not roll into the reappraisal fund. There is currently around \$42,000 in the reappraisal fund. The listers said since Stephen Twombly did the full appraisal in 2004, he is the only appraiser that could do a statistical appraisal. Twombly estimates \$40,000 - \$50,000 to do the work. Cheryl will call Stearns Allen, an advisor at Property Valuation, and ask his opinion and for names of appraisers for bid purposes, that could do a statistical appraisal.

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Articles:

Dump truck – the truck article will be \$190,000. Because of the cost of new emissions, the cost is about \$10,000 more than originally estimated.

Wind Turbine – there will be an article asking voters if they want to add wind turbine ordinance to the Moretown Zoning Regulations.

Discussion with Planning Commissioner Don LaRocca, that the PC reviewed the comments forwarded from the 11/2/09 public hearing, and the PC thinks all of the concerns raised would be addressed during the DRB hearing for Conditional Use review. The PC feels the Wind Turbine ordinance is fine as written and as presented to the Selectboard and would approve having a town meeting article.

Law enforcement – there will be an article asking voters if they want to spend \$4,500 for law enforcement, in addition to the \$5,500 that will be in the town budget.

Constable – there will be an article asking the voters if they want to change the term the 1st Constable office from a one-year term to a two-year term.

Article wording – Don reported that the Planning Commission feels the wording in articles does not give voters enough information ie: tax impact if voters approve the expenditure; interest rates and how much interest would be paid, etc.

Selectboard reports – Dave will have reports on the Charles O. Davis Fund and the town hall renovations ready for the town auditors by Wednesday.

Capital Improvement Plan/Capital Budget – as revised by Don LaRocca was reviewed and approved. The CIP will be considered unofficial until approved by the State of Vermont, but used by the town as a budgeting resource.

Capital Savings Reserve Fund – since there are no guidelines about how the Capital Savings Reserve money should be used ie: should it be allowed to grow and grow, should some of the fund be invested and if so how much etc, a policy should be adopted. The Planning Commission will talk to people to get ideas and/or options about what guidelines should be used and bring the feedback to the Selectboard.

Warrant # 6, 7, 8, and COD1 were approved as submitted.

Overload permits were approved for:

Thomas Foster
Huntington Homes
Hartigan Company

Rae moved to adjourn at 10:00 a.m. Dave seconded. All were in favor.

