

**Town of Moretown
Office of the SELECTBOARD**

DRAFT – Notice of unapproved minutes of the March 15, 2010 Selectboard meeting

Board members present: John Hoogenboom, Stephanie Venema, Dave Van Deusen, Rob Roberts and Reed Korrow arrived at 6:15 p.m.

Guests present: Kara Herlihy, Amy Deutl, Ben Sanders, Larry Clark, Chris Gray, Jonathan Siegel, Jeff Ladue, Rae Washburn, Cheryl Brown assistant to the Board

Public comment:

Ben Sanders – came in about last weeks issue about Moretown Landfill accepting dioxin contaminated soil. Ben encouraged the Selectboard to contact our Legislators that the town be notified in cases such as this so the public is aware of decisions of this nature, that there be public hearings, and notification to neighbors surrounding the landfill. Ben and Denise Sanders, Art Hendrickson and Concerned Citizens sent letters to the selectboard this week expressing their concerns about the proposal to dump dioxin contaminated soil at the landfill.

When the selectboard were made aware of the issue via a Burlington Free Press article, they contacted David DiDomenico of Vermont Solid Waste asking why Moretown as the Host Town, was not notified of their interactions with the landfill about taking contaminated soil. They said in this case the issue moved very quickly and was handled mostly over the phone. In the future Solid Waste will try and get the town into the loop sooner. The Host Agreement is due to expire in August of 2011. Wording may be added that mandates the town be notified of any involvement with ANR or Act 250.

The Selectboard also were copied on a letter from Justin Johnson, Commissioner of Vermont Department of Environmental Conservation, denying the request to deposit soils from Hatheway & Patterson at Moretown landfill; and a copy of a letter from Ed Stanak, District Coordinator of Natural Resources, to Tom Badowski of Moretown Landfill, that the proposed “material change” would require an amendment to their current Act 250 application.

Approval of minutes:

3/1/10 – Stephanie moved to approve the minutes of 3/1/10 as written. John seconded. John, Stephanie, Dave and Rob were in favor. Reed abstained from voting.

Reports & Communications, Mail:

CVRPC appointment for Moretown’s representative – The Selectboard will ask if anyone from the Planning Commission is interested in being Moretown’s representative on the Central Vermont Regional Planning Commission.

Dave moved to appoint Rob Roberts as Moretown’s alternate on the Central Vermont Regional Planning Commission. Stephanie seconded. All were in favor.

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DRB Alternates – Eric Howes and Raymond Munn submitted letters requesting reappointment as an alternate member on the Development Review Board.

Stephanie moved to appoint Eric Howes and Raymond Munn as alternates on the DRB for a one-year term. John seconded. All were in favor.

VTrans speed limit reduction – response to our 12/21/09 requesting a reduction in the speed limit from 50 mph to 40 mph on the northbound VT 100 approach to the junction of Routes 100 and 100B intersection, and improved signage for the intersection. Amy Gamble of Traffic Operations has reviewed the request and is forwarding recommendations to the Vermont Traffic Committee, who makes the final decision, to:

- Extend the existing 40 mph zone southerly approximately 0.2 miles, to the location of existing “Jet VT 100B” sign. This extension will also provide consistency on all approaches to the intersection, and will separate the speed reduction warning sign from the series of intersection approach signs, making it more conspicuous. The signs on the approach to the intersection will be upgraded during a sign project to be completed later this summer, and a graphical guide sign has been added to the plans.
- The VT 100B speed limit certification will be adjusted to reflect a 40 mph speed zone on 100B south of Moretown village, 0.10 miles north of the intersection with Route 100, at the current location of the northbound sign near the Maynard property.

The Traffic Committee will meet on Monday, March 22, 2010, at 1:30 p.m. in the 5th Floor Transportation Board Room at the National Life Building in Montpelier. Anyone who wishes to present testimony on behalf of the town can attend.

Overhead Door – Asked how often the town wants service maintenance performed on the town garage overhead doors? Every 12 months.

Sheila Getzinger letter and photos – regarding an area of a second large culvert that she feels failed in the 2008 flooding on the Moretown Mountain Road. Reed took the letter and photos to review. Sheila letter opposes putting up guardrails at the site where the box culvert was installed last year, stating guardrails narrow the roads. Stephanie said the guardrails would cost around \$4,800, and the FEMA grant would pay for all but 25% if the cost if the guardrails were installed this year. Stephanie said it is possible another FEMA grant would pay for a second box culvert if the board decides it is needed after reviewing the site, and the findings of a hydraulic report done by the state of Vermont at the time of the flooding.

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Financial Report by Amy Deutl – the selectboard reviewed reports prior to tonight’s meeting. Discussion included:

Tax Anticipation Note (TAN) – the Selectboard signed a Tax Anticipation Note for \$219,943.00, which has an interest rate of 1.87%, that will be payable after November of this year.

Discussion followed that all of last years TAN was not used; no monies were included in the TAN amount for paying for road or other projects.

Bridge & Culvert Fund – monies will come out of the general fund balance sheet and will be its own bank account for clearer tracking purposes.

Consolidation of funds – funds will be reviewed to see what we have now and see what bank accounts we want to keep or do away with and roll into the general fund; sub accounts within bank accounts to track project costs and reimbursements received; creating new funds; reports within a fund. Rob and Stephanie will review bank accounts.

Listers:

Jeff Ladue came in tonight to talk with the Selectboard about what to do about a reappraisal ordered by the state of Vermont – a full reappraisal or a statistical reappraisal, and what needs to be done. A full reappraisal was done in 2004. Jeff said according to Mary Jane Grace of Property Valuation, a data study needs to be done before a statistical appraisal could be done. Jeff feels it is something the Lister’s could do. If the state finds the information on the data study qualifies for a statistical appraisal, and that is what the selectboard wants done, then the listers would send out requests for proposal to hire an appraiser. A full reappraisal could cost around \$70,000, whereas Jeff thinks a statistical appraisal could be about half that amount. Jeff will have a better idea of how long it will take to get a data study done, and how much a statistical reappraisal might cost after he has a chance to talk more with Stearns Allen of Property Valuation.

Stephanie moved to go forward with the process to do a statistical reappraisal, as long as it is approved by the state of Vermont Property Valuation. Rob seconded. All were in favor.

Highway business – included the following discussion:

Truck:

- Rae provided a revised quote from Clark’s Truck Center and Tenco for a new tandem axle dump truck and body - \$165,000. The extended warrant would be another \$9,000. Larry Clark said the extended warrant is included in the quote when the state purchases a vehicle.

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- Chris stated several factors why price for a state truck and the price for a town truck differ. The town truck being priced has: a 475 hp engine versus a 390 hp engine because the town has different uses for its trucks ie: plowing a lot up hill; a heavier chassis; aluminum wheels because they are stronger than steel, and we have broken four steel rims on the 2004 truck, possibly because we must run chains; power mirrors so they can be adjusted rather than broken when branches are hanging over the road during a heavy snow.
- Rae thinks we need two trucks, a small dump and a tandem axle. But if we are only going to buy one truck, it should be a 1-ton dump with a plow and sander. Rae doesn't have a firm price, but thinks \$60,000 - \$70,000, depending whether or not the truck is gas or diesel.
- The 2004 truck has around 145,000 miles on it, and the 2007 has around 85,000 miles on it.
- The 2001 truck needs welding work. The 1998 (the spare truck used to chloride roads) needs work on the hydraulics, suspension, and the dump body if we are going to keep it. Chris thinks the repairs would be too extensive for what the truck is worth, and we would never get our money back. Chris has asked Tenco and McLeod's for quotes for the repairs.
- Chris said we need a pickup truck to run around for parts, culvert thawer etc. He said they are using his truck for now and he doesn't mind as long as it isn't long term. Rae is in favor of buying a good used vehicle.

There was lengthy discussion about: uses for a pickup; following the capital budget for purchases and payment scheduling; why the need for a tandem axle truck versus a single axle truck; educating the public on some of tonight's discussion about what is needed for the services the highway department provides; when to put an before the voters and what truck the article would be for; what plow routes each truck is used for and about changing the plow routes to suit a new single axle truck; and possibly have two articles, one for a pickup and one for a tandem axle. Chris, Rae and Larry are convinced the town should buy a new tandem axle truck, rather than a single axle truck. Stephanie wants more information before she would agree to buy a tandem axle truck. What are our options to best serve this town to maintain the roads? There are two more elections this year, what are our choices? More discussion followed about what size truck to buy. Chris thinks it is more important to put the big truck out to the voters now than a utility truck because of the time it takes to get a big truck built, so it is ready for the next snowplow season. He said May is cutting it close if we have to order a truck. Discussion about hiring a foreman before a decision is made about what size truck to buy.

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Dave moved to begin the process to warn a special vote to buy a new dump truck for a price not to exceed \$180,000. Reed seconded the motion.

Discussion followed:

- The price of this truck is \$10,000 less than the other truck because of the plow frame type etc.
- Is it cheaper to hire trucks to haul next years sand?
- Compare some of the options/questions on a spread sheet – costs, load carried, road needs, etc
- The board needs more information so they can decide what size truck to buy.

Dave withdrew is motion; Reed withdrew his second.

- Rae will provide a proposal on April 5th, with a breakdown and specifics of what we need for a truck and the board will decide what truck to buy. The plans are to have a special vote around May 10th.

Rob moved to spend up to \$15,000 from the Capital Reserve Fund to purchase a used pickup truck for the highway department use. John seconded.

Discussion about what the capital reserve fund can legally be used for. Capital needs. We lost the pickup the highway department was using. This pickup is a capital need. Dave said it is perfectly legitimate to use the capital reserve fund for this purpose, but he told the voters he would not spend money without a vote. Stephanie isn't sure what the town needs for a vehicle. The capital reserve has a fund balance of around \$135,000.

Vote: John, Rob and Reed were in favor.

Dave was opposed. Stephanie abstained. Motion passed to spend up to \$15,000 from the capital reserve fund for a used pickup truck.

Foreman: Rae asked what his role will be in the town hiring a road foreman. He is willing to look at the applications received, but he does not want to be involved in the selection or hiring process. Rae added that the road crew is doing a good job.

Town garage Vosha compliance – It was recommended that spill containments for oil drums, a wall mounted eye wash station and two flammable storage cabinets be purchased be in compliance with Vosha regulations. The cost for the items is about \$2,100. The purchase was approved.

Pre – town meeting – By the time the school finished their presentation at pre-town meeting, the selectboard had no time for their presentation as it was around 9:00 p.m. Articles were not presented and talked about, and that could have factored in the highway truck being turned down because people didn't have enough information. The school board facilitated this years meeting, next year's meeting will be facilitated by the town.

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New business:

Host Agreement with Moretown Landfill – Jonathan Siegel stopped in to let the selectboard know that at tonight’s meeting the Planning Commission decided they would like to be able to submit recommendations to the selectboard for revisions to the new Host Agreement that needs to be done by August 2011.

Stephanie moved that the Planning Commission be involved in reviewing the current Host Agreement and make recommendations to the selectboard of revisions for the renewed Host Agreement before the selectboard makes any decisions. John seconded.

Discussion: about the town getting windfall from the gas to energy operation at the landfill. Jonathan doesn’t think the landfill gets much money for that deal because they are not running the operation. Pennsylvania Power and Light owns the operation.

Vote: All were in favor.

Vermont River Conservancy – Stephanie reported that Jonathan Larsen is donating five acres of land along Route 2 in Moretown to the Vermont River Conservancy. Vermont River Conservancy wonders if the town of Moretown is interested in taking ownership of the land. VRC is currently testing the land. It will be used for recreational purposes ie: canoe portage, and there will be no cost to the town. The board was in favor of accepting the land as a donation. Stephanie will let the board know what happens.

Old business and unresolved old business:

River Road phase III part 2 – There is a FEMA grant to do the River Road work, but the work needed to be completed by the end of July of this year. Stephanie was able to get a one year extension. She wonders if without Craig’s expertise, if we should hire a consultant for technical advisement about how this portion of the road should be built. Stephanie asked the board how they would like to proceed. The board approved that requests for proposals be sent out to price consulting services.

Town Officer vacancies/appointments:

Trustee of Public Funds - There was a lengthy discussion and information from the town’s attorney Paul Gillies, and State Statutes were reviewed, to determine how many Trustee’s are required and need to be appointed and what their duties are.

Cherilyn Lamson was elected Trustee of Public Funds this March. Since Amy Deutl was Trustee last year, Cherilyn has asked her for all records associated with the office. Amy said she never did anything as a Trustee, and therefore has no paperwork to hand over.

The decision was that Cherilyn will be the only Trustee of Public Funds this year and the Board will investigate if the office can be done away with altogether. The Board asked Amy to give Cherilyn a financial statement of the Charles O. Davis Fund and a copy of the Charles O. Davis deed. No one was appointed tonight.

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Auditors – Notice was posted that there are two positions available for town auditor. No one expressed interest in being an auditor. No one was appointed tonight.

Selectboard – Notice was posted that there is a one-year term available on the selectboard. No one expressed interest. At their last meeting the selectboard appointed Reed Korrow temporarily.

John moved to make Reed Korrow’s appointment to the selectboard for a one-year term permanent. Rob seconded. All were in favor.

CPA auditor – About \$2,000 was put into the 2010 budget to do a “procedures audit”, where a CPA would do a minimal audit to be sure the financial practices are acceptable. Requests for proposals will go out. Monies for an audit will be built into the 2011 budget.

Mazzelli retaining wall – The selectboard will ask the zoning administrator to check from time to time between now and June to be sure the retaining wall that was built in the town right of way has been removed as was ordered by the selectboard.

Safe Routes to School – Stephanie reported that three bidders were interviewed from RFP’s sent for a sidewalk feasibility study. The study will not cost the town.

Stephanie moved to accept the bid from Dubois & King Inc. for \$20,000, to do the sidewalk feasibility study. John seconded. All were in favor.

Class IV road policy – John is working on a draft.

Rapid Response Plan – Eric Howes is Moretown Emergency Coordinator. He has a copy of the old Rapid Response Plan (RRP) and Bill Bartlett supplied a copy of a new plan for which updated information needs to be input, but to date Eric has not completed the revisions. Cheryl met with Bill Bartlett on June 24, 2009, to work on the RRP changes, and then passed it along to Eric Howes for his revisions as Emergency Coordinator. Eric has indicated he intends to complete the revisions, but apparently Bill Bartlett still has not received the RRP.

Dave will contact Eric and offer his help to get the plan done.

Town garage project budget – a report on the project needs to be done. How much we have spent to date; where we are at with the project; what needs to be done; etc. Rae was heading this project. Rob and Reed will take over for Rae and work on a report.

Town Treasurer/Town Clerk and Administrative Assistant duties – Amy asked the status of having a facilitator workshop, for things like: to be sure we are not overlapping duties, what is needed full-time, part-time for the town clerk, town treasurer and zoning administrator.

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In January, Amy requested getting a facilitator to help resolve the tension and adverse relationship that exists between the selectboard and the town treasurer. From that meeting the board considered having a workshop with VLCT to talk about duties of the town clerk, town treasurer and administrative assistant.

The board thinks all office workers should be involved in the workshop so duties can be defined. Amy thought only those involved in the financial areas.

Reed will call VLCT and ask if they can come here to meet with the town treasurer, town clerk, and administrative assistant about duties procedures.

Safety audit of the 100B/Mountain Road intersection – Stephanie has the selectboard responses to the items on the study report and is preparing a report to send to the state of Vermont.

Ancient Roads – Paul Gillies has provided his findings to date, and organized them in a notebook. Stephanie thinks there may be another grant available to finish the work.

Constable training – Dave reported that Mike Demingware is looking for direction from the selectboard about training. He thinks we should invite Charlie Abare Jr. and Mike Demingware to come in and talk about training sometime next month. Dave will call the town's insurance agent and find out if there would be any additional insurance costs for liability insurance if Moretown's constables become training certified.

Veteran's tax exemption – Dave thinks the selectboard should talk about allowing the \$40,000 exempt as is allowed by State Law. Rob will look up the law and get more information.

Public Forum – There will be a public forum on March 29th at the town hall, to talk about: needs for a new highway truck; a new town Host Agreement for the landfill; town hall repairs and renovation; and goals of the selectboard for 2010.

Warrants # 20 and 21 were signed.

Overload permits were signed.

The town of Duxbury fire contract was signed – and an copy will be returned to Duxbury along with the invoice for 2010 fire services.

Stephanie moved to adjourn at 10:00 p.m. Dave seconded. All were in favor.