

MINUTES
REGULAR SELECTBOARD MEETING
MONDAY, MAY 23, 2011, 7:00 PM

The Board of Selectmen met at the Town Offices on Monday, May 23, 2011 at 7 pm for a Regular Selectboard meeting. Present were Chairman Bryon Quatrini, Alan Ruggles, Jim Rust, Rod Lamotte, and Bill Merrow. Also present were: Town Manager Ralph Nelson, Linda Colby, Lisa Carrere, Nancy Cohen, Bill Rodd, Bruce Corrette, Susan Aiken, Charles Bjorkland, Susan Quatrini, Taylor Reed, Bernard Timson, Mike Gonyaw, Brian Christman, Gary Lunderville, Kathy Goslant, Tim Persons, Jon Beck, Diane Beck, Chris Owens, and the KATV 7 staff.

Public Comments – Nancy Cohen asked how many people are currently employed in Public Works. Ralph Nelson indicated that it was the same as what was provided previously on the budget spreadsheet. Brian Christman said he got the figures from the Town Office that there were 12 Public Works employees, not including the mechanic and Dan Gray. Mr. Nelson pointed out that one of the members is under disability. Bernie Timson wanted to know if all work orders were presented by Dan Scott to adjust payment from Public Works employees to Water Department. Mr. Nelson confirmed payroll comes out of Public Works. He confirmed the Highway fund is billed by the Water Fund four times a year. Mr. Scott mentioned that work orders for the Public Works Department were kept in the office. The number of hours worked by the employees in the water fund are kept track of and reimbursed from the highway fund. Nancy Cohen distributed some information from USDA.

Minutes – On the minutes from May 9, 2011, Mr. Nelson corrected the date of the minutes approved on May 9, from April 11 to April 25. Jim Rust pointed out a correction to the comparison of towns in the minutes of May 9, it should state “including but not limited to . . .” comparison towns. Minutes were approved as corrected (Rust/Lamotte).

Warrants – On a motion by Rod Lamotte, seconded by Bill Merrow, the Board voted unanimously to approve and signed the following warrants:

General Funds A/P:

Check #66735 – 66795	\$ 109,081.68
#66796 – 66796	\$ 374.19
#66797 – 66798	\$ 807.95
#66799 – 66832	\$ 56,227.99

Liquor License – None

Mt. Vernon Street Water Main – Ralph said that, because the contract must be awarded before the next scheduled selectboard meeting, he suggested a special meeting on June 3, or the Board could authorize him to sign a contract with the lowest bidder recommended by Dufresne Group. The Board voted unanimously to authorize the Town Manager to sign the contract (Lamotte/Merrow).

Bridge Structures – On a motion by Bill Merrow, seconded by Rod Lamotte, the Board voted

expanded plan. In order to apply for the 2011 enhancement grant, the Board would need to authorize Mr. Nelson to go forward with a letter of intent to the State. After some discussion, the Board authorized Mr. Nelson to prepare and send the Letter of Intent.

By-ways Grant – Ralph indicated he had previously reported that the Town did not receive the By-ways Grant because of the competitive nature of the grant. Re-application for this particular grant had to be completed very quickly. Jim Rust had the information from the original application written by Joel Schwartz, which he had updated to meet the needs of today. The grant application was required to be in to the State by June 1. On a motion by Jim Rust, seconded by Bill Merrow, the Board voted unanimously to authorize Ralph Nelson to re-apply for the By-ways grant.

Tax Sale – The Town Manager requested direction from the Board on tax sale proceedings. He reported that there is approximately \$460,000 outstanding taxes from 2007 – 2010 and it has been 4 years since the last tax sale. Mr. Nelson said that through discussions with Town Clerk/Treasurer Sandra Grenier, they recommended the Board consider initiating tax sale proceedings. Bryon Quatrini said he had conversations with Mr. Nelson, Sandy Grenier, and Assessor Linda Colby and suggested he was ready to initiate tax sale proceedings. Ralph reviewed the previous delinquent tax policy, which stated that all taxes more than one year old must be paid in full before an agreement can be made to pay on the one-year taxes, and any property with more than one year past due taxes is eligible to go onto the tax sale.

Department of Corrections – Work Camp – David Peebles, from the State DOC discussed the agreement with the Board as worked out to add 12 beds to the Work Camp facility. Approval has been given by Fire Chief Troy Ruggles and from the Development Review Board. A few points in the new agreement were discussed – an increase from \$10,000 to \$20,000 payment to the Town “in lieu of taxes”, increase beds from 100 to 112, non-violent offenders felons would not be allowed, review of contract annually, and a review of projects from the Town on a monthly basis. The Town would not request jobs that the work crew would not be physically able to perform, nor work specifically designated to the town employees. Tim Persons wanted to know if the Work Camp would be competing with the private sector. The Work Camp would be performing jobs only for the Town and non-profits that they otherwise could not get done. Some concern was given to the impact 12 more beds may have on the school district. Ralph Nelson said he would contact the school for input, review the document with Ed Zuccaro, and be ready to present a final document to the Board at the next meeting. On a motion by Bill Merrow, seconded by Alan Ruggles, the Board voted unanimously to authorize Ralph to go forward with creating a final document with Ed Zuccaro.

Municipal Audit – Randall Northrop reported to the Board that, through a change in audit standards, he may be bringing smaller issues to the Board, basically tightening up certain points of the audit process.

Nancy Cohen asked Randall’s opinion on purchase orders and said she would like to see purchase orders used by the Town. Mr. Northrop said some larger towns, such as Rutland, do use purchase orders, but he has found that, among the Towns he audits, most of the smaller towns do not. Several people voiced support of the use of purchase orders by the Town.

Manager’s Report – Mr. Nelson reported on his follow up to Stan Wilkins’ proposal concerning a 3-way stop sign at the top of Eastern Avenue, and painting the cross walks bright green. According to the State of Vermont, any changes in traffic flow need to have a study behind them, which Mr. Nelson has discussed with NVDA and will pursue. The State of Vermont will allow, but does not recommend the green or yellow painted cross walks. A federal study in Chicago stated the brightly colored crosswalks did not improve safety and the practice was discontinued.

Grant Awards – Funds coming from the State include \$140,000 for the bridge over Concord Avenue; Breezy Hill paving will not be funded by the State nor will new culverts on Bible Hill. Ralph indicated the culvert project may have to come out of the construction funds budget.

Code Enforcement – Mr. Nelson said there have been reports of signs around town not being permitted, and some suspect construction that has not been permitted. There have been reports of several locations where garbage and trash have been allowed to pile up and Mr. Nelson has conferred with Town Health Officer Tim Angell. Ralph also said the Town Planning Commission intends to put stricter adherence to zoning codes into the Town Plan. More strict enforcement must be put into effect.

On May 16 Mr. Nelson submitted the application to the Bond Bank for the \$1.4 Million for the Pomerleau Building renovations.

Mr. Nelson has 40 of the original 135 West Side easements in house, and Nancy Cohen has volunteered to knock on doors to get the rest.

Ralph asked for more applicants for the Board of Listers position, hoping to have it in place by July 1.

Budget figures for the end of May were on line or under where they should be. The General Fund is running 8% under the projected use for this time of year; Special services under by 3%; the highway budget slightly over due to the heavy winter season.

Gary Lunderville asked why the public works crew was at the water shut down when the job was being done by S.D.Ireland. Ralph said they were able to repair leaks while the water was shutdown. Brian Christman wanted to know why Peter Whitney was paid to work in the lister's office – Ralph said it was to train Linda Colby, and funds were in the budget to cover that expense.

On a motion by Alan Ruggles, seconded by Bill Mellow, the Board voted (3-1, Rust opposed) to go into executive session at 8:23 pm, and invited Randall Northrop to join the executive session to discuss personnel. Rod Lamotte abstained.

The Board returned from executive session at 9:00 pm and adjourned.

Respectfully submitted,

Ida W. Rainville
Executive Secretary