

Minutes of the 11/12/2014 Select Board meeting

Board members in attendance: Ron Tallman, Dustin Comstock, George Wild

Staff in attendance: Kathie Felch, Lee Youngman

At 6:07 pm, Board chair Ron Tallman called the meeting to order.

On a motion made by Dustin, the minutes of the 10/13/14 meeting were approved as presented.

Board members discussed the issue of the floor drain in the town garage. There are too many questions to make a decision about it now. Tabled til next meeting.

Kathie provided background for the board about the resolution to apply for a town credit card with Peoples United Bank. The town had been using a debit card, and last month, Kathie found a charge to our account that no one on staff made. She called the bank to dispute the charge and at that point, the bank suggested that having a debit card put the town at too much risk. The debit card was closed and the bank suggested Kathie apply for a credit card for those times we need to make credit purchases. The credit limit is \$1000 and Kathie Felch and Lee Youngman are the only authorized users. On a motion made and seconded, the board approved the application.

Kathie went over the findings of the VLCT's annual inspection. Mostly, the inspection went well. A few items were brought up: The garage needs housekeeping. There is still a problem with uniforms. Not enough time for training of the road crew since there are only two of them. Town clerk's office side door was cited for being locked during the day. Financial policies need to be adopted. He gave Kathie a sample policy which she passed on to Ron for review. Garage and Alcohol and Drug policies also need to be formally adopted. Ron wants to read the full report and come back next month with specific recommendations and questions.

Kathie informed the board that we have unclaimed property with the state of VT. She thinks it's an old account at TD Bank that is under the town's tax id number, but that the bank will not discuss with anyone because no current employees are signers on that account. Rita also did not know what that account is. We do not get statements anymore on it. Kathie has filled out the necessary paperwork and submitted it to the state to reclaim.

Kathie provided George with a copy of this year's town highway map, provided by CVRPC. She will make copies for all board members.

The discussion about the 5 year road plan was tabled because CVRPC is still working on the ditch inventory. It should be ready soon. The board talked about the final results of the ditch project on Rock Place and made the following observations:

- We went over budget – but some of the budgeted costs were expenses like salary and equipment that we would have had anyway. We were not over in materials and will be reimbursed by the state for that.
- The ditch seems to be too narrow. The board was not happy with the final design.
- The stone is too big

The board briefly discussed the election and were relieved that we will not have to do a recount.

Lee Youngman gave a report on the findings from a health officer inspection at 364 US Route 302 concerning rats. The board agreed to give the property owner until 11/28 to remove the dumpster full of trash before pursuing other remedies. It also came up that the dumpsters at the Farnham's house are full again. On a motion made by Dustin and seconded by George, the board directed Lee to send a letter to the complainant and neighbor and to send a certified letter to the Farnhams.

The board reviewed and approved payroll and accounts payable.

The board reviewed the budget year to date. We are almost \$3000 over budget on Washington Fire Department. It's mostly accidents on route 110. Kathie did submit an invoice to Green Mountain Power for almost \$700 for one of the accidents and they paid us back, so it'll reduce the overage there. Kathie found an error in a formula on the excel spreadsheet. We have nearly \$20,000 in unspent equipment repairs. George suggested we get a slide-in sander for about \$6500. He will look into it for the next meeting. \$6400 still remains in paving and resurfacing. They will use it for the section of Reservoir Rd right by the state garage. Kathie went over insurance numbers for the year. Its open enrollment time and she needs to renew. Basically, it'll be level funded. Highway will go up a little but general will go down a little because we are no longer covering Rita.

The board decided to not meet on November 24th as originally planned. Kathie will send a proposed budget out by email for the board to review prior to the December 8 regular meeting.

Kathie mentioned that when we discuss road budgets, we also consider ditching Manning Road as part of the manning Road bridge culvert next year. She has received complaints about the road from several property owners. George will go look at it.

Under other business, they discussed the driveway permit application submitted by Karen Bunnell. The board would like to meet with her prior to construction. She will need to move the driveway from where she proposes because the proposed location would require the town to create ditches that are not currently needed.

The dog issue on BLS drive seems to have settled down. The involved parties are seeking legal advice.

With no further business, the board adjourned at 7:38 pm.

Attest:

Lee Youngman, Assistant Town Clerk