

December 18, 2019 Select Board Committee Meeting Minutes

Present: Emily Grube, Steve Chamberlin, Scott Woodward, John Peters, Frank Perron

Public: Neil Lamson (Lister), Karen Hewitt Osnoe (Delinquent Taxes), Nancy Matthews (Auditor) and Mr. Matthews, John Moore (Phone), Kevin Rice (Fire Chief), George Calver (VT Standard), Cynthia Hewitt (SB Assistant)

1. Call to Order: 7:05
2. Public Comment: None
3. Review of Agenda: Add Jon Harrington, Cloudland Road Culvert, Equipment
4. CD
5. Recurring Items:
  - a. Approval of 12/10/2019 Minutes. (Scott asked Cynthia to check for any motions/votes that were not reported). (The only motion was to change the RFP for Howe Hill Culverts)
  - b.
  - c. Warrants for approval

19602	\$16,163.20	Payroll
19063	61,543.69	Accts Payable
19061	6,507.57	Accts Payable
6. Business Items for Discussion or Vote:
  - a. Road Foreman's Report: With the good weather forecast, Jim plans to work on cleaning up wood, etc. Truck 2 needs brakes replaced. He has achieved 3/8 stone for \$14.40/ton vs the original quote of \$21. He has researched green salt and found it is 84% less corrosive and contains a rust inhibitor. There is a problem with the floor drains at the garage, was given the go-ahead to call Roto-Rooter.
  - b. Karen Hewitt Osnoe was here to get Selectboard approval for 10 tax liens for delinquent taxes. Emily moved that Karen be authorized to serve personal liens for the following: Frank seconded and thanked Karen for her diligence.
    1. Levinson Parcel 4608 2012-2020
    2. Keith Parcel 3704 2016-2020
    3. Clifford Parcel 2302B 2013-2020
    4. Fobes Parcel 0137 2019-2020
    5. Donovan Parcel 0124 2016-2020
    6. Carpenter Parcel 190.AL 2012-2020
    7. Linsley Parcel 0702 2017-2020
    8. Daniel Lewis, Deborah Thompson, David Lewis (3)
      - a. Parcel 4801D 2018-2020
      - b. Parcel 4801 2015-2020
      - c. Parcel 4801B 2017-2020

- d. Jon Harrington – Howe Hill Project. Jon suggests the culverts be included in the overall project, but to be done earlier. Jim prefers them done by May 1, and that the gray pipe is used vs. black pipe. Jon brought new draft plans and specs. The plans and specs will be similar to that used for the Sharon RFP. Caleb from Pike can treat this as a joint project with separate costs – a two bid package to be done concurrently. Sharon is having their budget meeting Friday morning. John Moved and rank seconded, unanimous vote, to include the culverts within the RFP. Frank moved and Steve seconded to amend the scope of the services for Horizon Engineering to include attendance at bid opening, assistance in design questions, addendums, etc. This will be a maximum of \$12,000. Unanimous vote.
- e. Capital Planning Committee. John Moore joined the meeting by phone. Scott circulated a report from the committee and he and John presented the recommendations, which included building repairs/renovations (± \$127,000) and also discussed the Highway capital plan, which can be done by either a flexible funding plan or fully funded reserve fund. Emily requested this discussion be postponed to after the budget and after committee has a chance to review the documents (rec'd 4:40 pm, 12/18/2019.) Discussion tabled to 01/08/2020.
- f. Employee Pay Raises. John moved and Steve seconded the following raise for Justin: \$1.05 for cost of living and \$1.05 based on performance and abilities, effective 01/01/2020. Scott amended the motion that the board will develop a universal pay scale and compensation package, seconded by John --unanimous.
- g. A 6-month vehicle reserve CD is up for renewal on 12/22/2019. Since the new trucks will not be ready within the next 6 months, Frank moved and Steve seconded renewal of the CD. Passed.
- h. Energy Coordinator: Nick Clark would like the Energy Coordinator Proposal to be included as a warning for Town Meeting. Frank moved and John seconded that the hiring of an energy coordinator (part time, overseen by Two Rivers) be presented as a separate article for the voters to decide. Dollar amount to be determined. Passed.
- i. Kevin Rice, Fire Chief, asked permission to use some of the Fire Department reserve to purchase new radios and other personal protection equipment. The No Pomfret station needs to be stained. The private money the Department collects is going towards a mini pumper. Emily reminded him the town had promised \$100,000 towards this end. Frank moved and John seconded that Kevin be authorized. Unanimous. Reserve funds may also be used for the Repeater project.
- j. Highway Budget: Continued discussion of highway budgeting and general budget surplus: Transfer to communications reserve \$8000.00

Transfer to highway paving reserve \$90,000.00

Transfer to building reserve \$38,381.00

Used to offset taxes \$40,000.00

Emily moved, Steve seconded. 4 ayes, 1 opposed. Passed

- k. Steve moved and John seconded adjournment at 9:20 pm. Unanimous