

Town Of Groton, Vermont – Selectboard Minutes, February 18th, 2016 (Approved)

The duly warned budget meeting of the Groton Selectboard of February 18th, 2016 was held at the Groton Community Building, 1476 Scott Highway.

Attendance for the meeting included Brent Smith, Roberta Dana, Anne Hatch, Carrie Peters, Lisa Hart, and Dan Robinson.

The Following Selectboard Members were in attendance: Peter Lyon, Andrew Dorsett and Mary Grant

The Meeting was called to order at 6:00 PM

Updates/Adjustments to the Agenda: None

Public to Be Heard:

Anne Hatch wanted to voice her concern about the storage of equipment on the stage in the Community Building. Historically Rec Committee equipment was stored in the middle closet and the door locked. She said that it is exciting that there is more use of the gymnasium, however on Sunday when the floor hockey team went in to set up for a game, the floor hockey equipment was out of the closet along with other equipment from various storage areas along with chairs and other assorted articles which looked like a disaster area and made for an unsafe situation for her and the floor hockey team to get their equipment. All of the clean up and moving things out of the way cut into the team's game time which Anne thought was unfair, and the Board agreed. Anne suggested that there should be a checklist with the facility use agreement to ensure that users of the facility put away the items they used before they left the facility. The Board assured Anne that there was a checklist, but currently enforcing it was the issue. The Board asked the Secretary to make sure that "return equipment to its storage area" was on the list. Anne also asked how items that were broken during a rental replaced. Mary said that's why we are asking for an insurance certificate for events that are not sponsored by the Town. Carrie suggested that the equipment may have been removed from those areas to give the insulation contractor access to ceiling areas, the Board agreed that is a good possibility. Lisa mentioned the need for a Building Manager to check on the Gymnasium after an event, and the possibility of placing camera's in the gym as a measure to check on users if there is a question of damage. Andrew mentioned a contractor that installs surveillance cameras and perhaps he could give an estimate. There may be grant money available for municipal building security cameras. The consensus was that the disarray was caused by the insulation contractors. However there was still a concern about lack of storage and oversight of users returning items and equipment to their proper storage areas. The Board Thanked Anne for her input and assured her that they were working on a solution for both Storage and making sure users of the facility return it the way they drew it. Anne also wanted to address her questions about the Event Coordinator position that the Rec Committee asked the Select Board to add to their budget. Anne's concern was that the events typically planned by the committee are free events and she didn't believe the Committee would want to spend an enormous amount of time trying to raise revenue to cover the \$2300 stipend allocated for the position. Andrew said that during the first year it may be a roll of the dice, and although they forecasted revenue would cover the cost, they understood that it may not, but that having the position would enable the Rec Committee to plan future activities "outside the box" that may be pay to participate activities that would generate revenue specifically to fund that position. If those activities grew and required more work/planning and had increased revenue, the position could pay for more hours. Another question Anne had was if they focused on free to participate events, would the Coordinator still get paid. Andrew said then the stipend would go unused.

Andrew went on to say that the Committee should decide what their focus is, providing free events or expanding the scope to help pay for some of the facilities we use. Mary added that goal was to give a stipend to someone that could dedicate some time to plan events that were held in the past but got dropped because there was no one available to plan them. Andrew mentioned the outdoor assets available around town and the possibility to capture that by holding events and drawing visitors to town and the economic benefits to doing that. Anne said that the stipend was for a coordinator, was there money to help fund these activities. Andrew suggested that the coordinator could look for event sponsors to help offset cost on some events. Andrew also suggested that there are grants available to help communities coordinate events in their communities as well as recreation /parks maintenance and upkeep. Anne asked how the stipend would be paid, The Board said Stipends are typically paid annually, but could be paid quarterly if the Committee set it up that way with Lisa. Anne said she just wanted to be clear before she brings it to the Committee. Anne thanked the Board for her time.

Community Building Fire Inspection Results & Problem Solution:

Peter reported that he had met with Jay from Black River; He was looking in his schedule for a time to meet with Mary and Peter possibly on Tuesday. Peter said that he told Jay that Mary was the Board's point person on the Kitchen/Storage area and Peter said he was handling sprinklers and handicap access. Lisa said that she wasn't at the last meeting so she wanted to be clear that we were spending the \$1900 on CO2 detectors and fire alarms versus doing just what is needed, which is just the CO2 detectors. Mary said yes, because as we move forward, we are going to put things into compliance. We are not going to leave anything untouched that is not in compliance. Peter went on to say that Jay understands that this is going to be a multi-phase project with the most important being getting the sprinklers installed. Speaking with the State Fire Marshall, he understands we are a small town with limited funds available, and that this will be a phased approach and we may have to install sprinklers a section at a time, but over time we expect to have the complete building to code across the spectrum and they will work with us to do that. Peter said that he also ensured them that Jay would review his proposal with them for their approval. A major event is to get the first floor handicap accessible, so we do have to work on a ramp along with the sprinklers. Mary added that there is a Community Infrastructure Grant coming up through USDA that funds projects like this. A requirement is to have an approved Town Plan which the Planning Commission is working on. Peter went on to say that there are 2 questions, one being Jay indicated that there may be funds available to help get the handicap access done, so it may be cumbersome to get the ADA access done, he will let us know what the status of that is. The second is that we may need to talk to Allison at NVDA to see if there is a way to fast track enough of the Town Plan in so that we are able to apply for grants, and then come back and finish up a complete plan. We are not the only community out there having this issue, and we need to place emphasis on the fact we are trying to protect our taxpayers by creating access to those funds, and there are a lot of funds available for these projects, it's just getting access to them. Peter added that the State Fire Marshall's office has been great to work with. Peter told them how we have used this "kitchen" area in the Community Building in the past for Girls Scouts, TOPS, Committee meetings and such and asked if there was any flexibility in that we are moving forward with plans to install sprinklers, CO2 detectors and fire alarms. The State Fire Marshalls office had a meeting and decided that because the town has taken seriously the results of the inspection and exercised due diligence in hiring a contractor to install the detectors/alarms and an engineer to design a sprinkler system, that they can hold meetings/gatherings in the downstairs area not to exceed 12 attendees. Peter expressed his gratitude as that will allow the Town to continue to conduct business while we are still working on the infrastructure issues. On Phase 2 Jay will be working with Mary to get the plans crisp enough so that we will be able to ask for funds. With the designs we will be able to go after grants and get the projects done at little or no cost to the taxpayer.

Peter asked for a motion to empower Mary to sign the Black River contract. Andrew moved to authorize Mary to sign the Black River contract once she had deemed that it meets the needs of the kitchen storage requirements and meets the expectations of the Town, Peter seconded the motion. The motion passed unanimous. Peter asked Jay how long he anticipated how long it would take before the plan was ready to out for bid, Jay said without committing to a date, roughly 3 weeks. Andrew asked if we had an estimate for sprinklers, Mary said on the other stuff not for sprinklers. Andrew suggested that we look around for grant money outside of those that require a Town Plan. Peter said that this areas primary disaster relief site was Blue Mountain School, and the secondary site was the Methodist Church and The Groton Community Building. He went on to say that the Community Building is in no way prepared to provide emergency shelter to anyone. So this work could go a long way to getting this building ready to serve the Community as a disaster relief site. Andrew said that he believes that Paul Hatch is the regional FEMA coordinator and what he does is find money to help communities with these type issues. Peter suggested bringing him in to have a look at the Community Building and the Methodist Church to see what he thinks we can do. Peter said this may also be a way to get assistance in fund the work that needs to be done. Peter asked if there were any other questions. Lisa asked if we were looking at anyone else to install the CO2 detectors and fire alarm. Peter said I'll let Dan answer that question. Dan reported that he had met with Tim Corey of Corey Electric on Saturday morning. Time looked at the scope of the job and said he wasn't real familiar with this type of work he wanted an opportunity to speak with his brother who does this type of work and he would get back to me on Monday. I waited until Tuesday afternoon and heard nothing, so taking the short turn around into account called BK Electric and told them that the town accepted their estimate. Peter asked if that answered the question, Lisa said yes.

Budget Review, Actual vs. Spending & Welton Bridge Refund:

While the Board reviewed the Treasurers report, Peter asked Carrie if she had any progress in getting proposals from various banking institutions. Carrie indicated that Lisa had more banking experience. Lisa said she has talked to a couple and they want to know when they can come to a meeting to present their proposals. Peter said that he is letting them drive that, to pick a meeting. Lisa went on to say that Wells River Savings isn't anywhere near what we get now, we don't pay a thing. Peter said that makes that one easy. Peter said the fundamental question we are putting on the table is, are we getting the best deal from Merchant's. By getting some competitive benchmarks we can make sure that the taxpayer is getting their money's worth. Lisa said a key factor is remote capture. Andrew asked what that was. Lisa said it's a scanning feature for checks so you don't have to make a trip to the bank as frequently. Lisa and Carrie went on to say that Wells River doesn't offer that service and charge \$2.50 for every item. Peter said that it's obvious that an easy decision. Lisa said that she has heard that Merchants has the best service for municipalities but she will still continue researching other banks. Mary asked what banks surrounding towns use. Lisa said she hasn't asked. Mary said that would be a good question to ask to see what they do. Lisa said it was one of the conditions when Merchants close the Groton branch closed was that they would do banking for the Town for free. Peter asked if there were any questions on the Budget Report. Mary wanted to ask about the Emergency Services Insurance, and Constable's insurance. Carrie explained how it was broken down into payments. Mary asked about Highways equipment maintenance which was at 45% most of which was spent on the Grader. She asked Brent if he was good for the rest of the year, he said he hoped so. Mary asked him to remember that when he works on his Capital Plan because that will extend the life of that piece of equipment by that amount of money. Andrew asked Lisa if she was working with Batchelder to make sure these numbers are all good. Carrie said this report was budget and Lisa said they are still working on reconciliation.

Peter went on to talk about the Welton Bridge refund. Dan reported that he had spoken to Shauna Clifford about the project. Shauna said it was a couple of years ago and I would need to get with Brent to put together the particulars for her, Brent said that Lisa would have all of the information I was looking for. I reviewed the revenue and expense sheet and project completion sheet with Lisa and Carrie and it didn't show the \$10000.00 shortage reported in the November 2013 minutes, and couldn't find any reference to this in minutes after that meeting. Andrew asked if we were over, Peter said that he could explain the project. The project was over by \$10,000 and change and we didn't have a way to cover it so we had to pay it out of the operating budget. At the time Shauna said she could help us with a grant to cover the expense. The question was for Batchelder to thread that back through with Shauna to identify the \$10,000 and give Shauna the information she needs to help us recover the money. Peter said his concern is that the clock is ticking on this one and he doesn't want to lose the opportunity to capture the funds. Peter said that he thinks it's an accounting question first, then we can take that information to Shauna and show her the trail and ask her to see what she is able to do to help us close that gap. Lisa pointed to the folder in front of her and said it's all right here. Brent indicated that Dufresne Engineering had to return a portion because of errors they made on the project. Peter said that he is not looking for an answer at this meeting but would like Batchelder to review the project folder and give a report.

Review Declaration of Health Insurance Coverage:

Mary presented Lisa with the forms she would need for those covered by Town insurance to allow the 5% cost share to be withheld from pay and the declaration of insurance form. Mary said that these are the standard forms so they meet all of the criteria required .

Review the Sidewalk status:

Peter said that he has a couple of items to report. First, the engineers have been working on it so we can go to bid in the next few weeks. Peter said that we would like to go to bid the end of January or February, so the goal now is in two to three weeks we go to bid. Peter said that the engineers and VTRANS have been a pleasure to work with. Peter went on to report that the Gibney's have asked that the sidewalks be extended to go in front of their property. They believe this is a good idea because the bus stop is at Brad Houghton's and children are close to the road and because the Town uses the access across the road for Fall Foliage parking, it would tie in nicely. Peter said that he talked to VTRANS and they were fine with the extension, but reminded Peter, the grant was for #35,000 and if it cost more, the Town would have to pay the difference. Andrew asked if Peter knew how many more feet it would be, Peter answered about 120 feet extra. Peter asked the engineers to give him a plan engineering just that section. Peter said the only stickler there is that there is water so there will be drainage to content with. So there is a proposal to review for them to do the engineering for \$1600. Peter said that it is up to the Board, he will support whatever the board decides. Andrew asked what we already had for engineering, Peter said \$3750. Peter said he wanted it to keep this separate so as not to slow down the process. The Board discussed options for raising the additional \$1600 plus what it may cost to pave the additional 120 feet. Peter explained the work required and how the extension would be fit in the current space. Andrew asked if there would be a wall build along the sidewalk or the Gibney's lawn graded back, Peter explained that it would be graded back, Andrew said then the Gibney's would have to grant the Town right of way. Peter said that the sidewalk would stay in the States right of way as it is all the way down through. Andrew said that he supported engineering the extension and offered a motion to authorize Peter to engage Dufresne Group to engineer the extension as per the proposal for \$1600. Mary seconded the motion. In discussion Roberta asked after the sidewalk was done how would we get the septic lines across the road. Peter said that companies drill under roadways now with a special drill.

The motion passed unanimously. Peter said the next major work for the Board will be opening and reviewing bids. He said that he will be putting together the Request for Bids to send out once the design is done.

Review Library Building Status:

Peter reported that negotiations have been getting serious. He went on to say that the position that he and Diane Kries has taken is that if the town picks up the building it, is at low or no cost. There are currently several issues that are surfacing and they are not going to fix anything if there is a chance that the town is going to be picking up the building. With that Peter has asked Diane and the Library folks to put together a list of deficiencies in the building that he can take when negotiating. Andrew said that if the Town is serious, then they should hire someone to do a professional inspection. Peter said that before all is said and done that should happen, but for now he needed something that he could take into the negotiations. Peter said that because the negotiations have gotten serious, he wanted the Board's input. Peter added that he is setting up a call with Paul Giuliani, Diane and I to put get the issues framed for the Board. Then the Board and Diane working with the Library Trustees will have their input to decide how to move forward. Andrew said that he was involved in a similar project with Gilman Housing and he understood the way the project went forward was that there the money for the development project in excess of a million dollars funneled through the town, to Gilman Housing through a 30 year interest free loan which at the end the Town would forgive the loan because it would just come back to the town or re-invest, and isn't this similar to the project Gilman Housing put together in Groton? Peter said yes for all the subsidized building in town, but not the Library building, that was prime rental and retail space. He went on to say he has reviewed all of the financials for that building and it would give you a headache. It is certainly an interesting financial transaction. Andrew asked why they are interested in liquidating the building now. Peter said as a financial investment you would not want to own the building. They pay \$7000 in taxes, and at this point there are a lot maintenance issues. Peter suggested that they may want to go into executive session to discuss the financials in more detail. Roberta asked if the final decision on the build going to go before the voters. Peter responded that is one of the questions because one of the issues is the financial ramifications. Roberta said yes, because there are several. Andrew asked what the library was paying for rent. Peter said that was a long answer. He asked Roberta what they were asked to pay, Roberta said they were initially billed over \$1000. Peter said they went to Gilman Housing and said this is a problem, you folks owe us \$50,000 and we think you are supposed to be giving us this building and we have some issues. They said we'll step back and work through it. Andrew asked if they ever worked through it. Peter said not yet. Andrew asked if there was something that we wanted the Batchelder CPAs to look at, Peter said they can look at the contract, we show it as a liability in our report or as an asset depending on how you look at it. Roberta said there is no contract, Peter said that there is and signed by the Groton Select Board. Roberta asked about the building? Peter responded the \$50,000 loan.

Community & Economic Development Committee Appointment;

Peter said that he put this on the agenda because the Select Board still has not formally appointed a Select Board Representative. Mary has been the representative of the Building Committee but has not been formally appointed to the new committee. Andrew Moved to nominate Mary to the CEDC and Peter seconded the motion and the motion passed unanimously. Roberta mentioned that the notices for the Building Committee members had not been officially notified of the Committee change. The Secretary said that he would send a notice to all former members.

Review Highway Equipment Rates & Certificate of Highway Mileage:

Mary reviewed Highway Mileage noting no change from previous rates. Peter asked if this required a resolution or just signatures. Brent said that it should be just signature. Andrew asked what the legal definition of a legal trail. Brent replied it is just another classification. Andrew asked if there was a process to establish a new legal trail, Brent said it's the same as any highway. Mary finished reviewing the highway packet and confirmed with Brent that we weren't changing anything. Mary moved the Board file the Groton Mileage as Class 2: 6.87, Class 3: 24.12, and State Highway 15.086 for a total of 46.076 for mileage and Class 4: 10.73. And that we have not added any new highways, discontinued any highways, reclassified, remeasured or accepted any scenic highways. Andrew seconded the motion and the Board voted unanimously to approve. Mary asked Brent if he wanted a copy of the certificate and supporting forms for his file. Brent said yes. Peter asked Brent while we on the subject we have the same standards for Class 2 as Class 3 is that correct? Construction standards? Andrew said isn't that in our ordinance? Brent said the one that you approved. Peter said that he remembers seeing a document he thinks signed by Nathan (Puffer) and Gary (Lamberton). Does that make sense? It just seems like Class 2 is a pretty serious road and Class 3 is just a notch above Class 4 and it doesn't seem like it should be the same standards. Brent said that you can change that if you like. Andrew asked if there was a VLCT recommended standard, Peter said that it would be worth checking into. Andrew and Mary agreed, and Mary went on to say that you get funded by the types of roads in your town. Andrew agreed that is how you get your block grant money. Peter said that it stuck in his head when they were looking at Harv Orr Road. Mary said that this reminded her that she needs to schedule a meeting with Brent and the Harv Orr Road volunteers to flush out the path forward on that project. Brent said after town meeting would be good.

Review Proposed 2016 Highway Plan & Better Back Roads Grant Application:

Brent said that the plan was to come up with which ones you wanted to do with funding available. We got Ricker Mills off of our list. Brent handed out copies of his road erosion plan and his road maintenance priorities. Peter asked if Dan and Brent wanted to discuss equipment rates at a future meeting, both agreed that would be good. Brent went on to brief his erosion plan. He said he would like to tackle Great Road, Peter asked if this is a high priority erosion remediation site that was on the other list put together with NVDA. Brent said yes. Mary said, you have Rickers done, where is the Minard Hill one? Brent said the shoulder by Tannery Brook by the Lamarre place, that and Buzzy Road are in the same place in priority. Brent went on to say that he based his criteria on the Importance list, how much impact it would have on the community. The Class 2 scored 10 because they are the most important road for the community; I scored a 1-3 based on if it's a water quality issue, then scored 1-3 if it's an ongoing problem and 1-3 if it's a preventative measure. The score for the Great road was a 17 for stone line ditching and turn outs. Brent said that is a \$10,000 and they can do all the work which makes it a money maker. That would allow us to do one or both of the other small projects like Buzzy Road. Brent added that you can have more than one application. Andrew asked which project numbers he was looking to do, Brent said 3 (Great Road), 1 (Minard Hill), and 4 (Buzzy Road). Andrew said that is your 2016 list, what do you see in 2017. Brent said some of the larger projects. Brent went on to say that if he does Railroad Street, that gives him that 6 foot culvert. Pat Ross led him to believe that he could take that culvert and use it on Brock Road. Brent went on to say that there is a 4 foot culvert that we may be able to use on Harv Orr as a temporary. That would make it "better" although it would still need to be on the list because that culvert would be installed as "temporary" so it would drop down. Peter wanted to commend Brent for the professionalism of the report. He went on to ask why Glover Road with a higher ranking, why isn't on the top three? Brent said funding, because his crew can't do the work, it has to be contracted out.

Peter said then you are applying for Grants to fund the three project discussed, Brent said yes. Brent said that we may be able to leverage some other funds if we get serious about Class 4 roads. In the past we have gotten conservation money and replaced 2 major structures on Class 4 roads. AOT won't give you any money but Better Back Roads will now may be the time to do it. Andrew mentioned Pound Rd bridge needing re-decking. Brent said another one that needs to be put on the list is the culvert next to the Ball field on Powder Spring Road. Andrew made the motion to authorize Brent to apply for a Better Back Roads Grant for Projects 1, 3, and 4 in accordance with the Groton Erosion Priority Plan. Brent asked if that included the other and said that the other 4 he was looking for was Railroad Street which he already has in place, and Boulder Beach which he is working on engineering on how to get that at a reasonable cost, and paving on Branch Brook and Glover Road. Andrew asked where Branch Brook was. Mary said up by her place. Carrie asked if it was ripping up and repaving, Brent said no, paving over. Andrew said we need to make a motion on paving. Peter said he is not sold on paving Glover Road. Andrew asked if that was the section paved because of drainage, Brent said yes. Carrie said that Glover sees a lot of traffic, especially trucks. Peter said that Glover used to be paved from Route 302 up to that section and slowly over the years it has been thrown back to gravel. He has a hard time believing we should spend money to keep that piece paved when the rest has slowly become dirt. Mary added that our predecessors allowed it to happen, which they probably shouldn't have, and now we need to deal with it. Discussion continued around the table about the cost (\$22,000) to pave that section. Andrew suggested that Peter bring an engineer up there to see what can be done to redirect water. Peter agreed that he would bring the engineer from Dufresne up there and have him review that section of road and make a recommendation. Peter made the motion to approve the Branch Brook Road project, Andrew seconded the motion. Peter and Andrew voted in favor of the motion and Mary abstained. Peter asked Brent if there was any money available to move the power line over the sand pile. Brent suggested that someone ask Steve Hart about the process to move the power line. Peter said he would give him a call. Andrew's motion to authorize Brent to apply for Better Back Roads Grants for Projects 1, 3, and 4 in accordance with the Groton Erosion Priority Plan failed to receive a second so was not voted on.

Review Highway Department Capital Plan:

Brent and Dan indicated there was still work to be done and the Board agreed to move the topic to another meeting when they were ready.

Review/Sign Updated Road & Bridge Standards and Certificates of Compliance for Standards:

Peter asked the Secretary if he had the new standards and Certificate of Compliance from Shauna Clifford. The Secretary said that he did not see them in the signature folder when setting up for the meeting so he will email Shauna in the morning to ask if the updated packet has been sent. Brent indicated that he has not seen the packet either. Peter said to let the Board know and the Board will pop in and sign them.

Andrew asked Brent if there was going to be any in-kind work for the Highway Department to do to help offset the Town's cost to the Boulder Beach Project. Brent said because of the type of work being done, there will be very little the town can do. Mary pointed out the columns on Brent's report showing the in-kind work for each project.

Round the Table Discussion:

Peter started by saying that when the gym Ceiling work was being done, he had asked Nathan to save the old wooden pulleys that were used to take the backboards up and down. He thought that the historical society would want them, but they weren't interested. Peter went on to say if the Board had no objections, he would try to sell them to raise money to buy racks for the folding chairs. The Board said that sounded like a good idea.

Andrew reported that on Friday he was turning over the keys to the old fire truck to its new owner and receiving the check on behalf of the Town. Peter added that Andrew had gotten 20% more than the highest bid and commended him for his efforts. Andrew went on to brief that he mentioned to Kitty Diggins doing a general services assessing RFP. One of the things mentioned was the difficulties finding someone who can dedicate the time needed, inevitable retirements etc and when looking at the budgeted amount for Listers and what the cost of what a contract might be the town could potentially save money. Andrew wanted to work with Kitty to see if this was something we wanted to do for 2016 and was looking for the Board to give him the go-ahead. Mary moved that we allow Andrew to continue exploring the professional assessment information, Peter seconded and the motion passed unanimously. Lisa wanted to know when the Board would be able to revisit the personnel policy and move forward with updating it. The Board asked the Secretary to make sure that the Board has a copy of the VLCT policy and the first couple chapters of the current (1997) policy. The Board agreed that the second meeting in March would be a good time to put it on the agenda. Lisa wanted to let Brent know that she had received reimbursement for the back-up cameras. Lisa had a couple POs that she needed to know where to take the funds from to pay. The POs were from Vermont Trophy. Peter gave Andrew and Mary some background info saying that he had some mileage expenses owed him and he asked Lisa to use that money towards the invoice and the Board would authorize the remainder to come from Select Board supplies. Lisa wanted to remind Andrew that there was no "Parks and Rec" Department. Lisa asked where to pay for some hardware that had been purchased for the flag pole. The Board replied Fields and Parks. Lisa went on to tell the Board about the invoice she received from the store where Peter had bought 4 orange safety vests. She never saw the PO and the purchase was made in 2015, so she was asking how the Board wanted to resolve the bill. Peter said that he would fill out a PO and pay the invoice of \$30.76 out of Highway, uniforms. Lisa went on asking to clarify the Vermont Foam invoice. There was an issue that the costs were higher than the projection. Carrie said that there is \$2000 more because of the fire alarm/CO2 detectors. Peter replied that doesn't have anything to do with the insulation project. Carrie asked where that was being paid from. Peter said the Community Building maintenance fund. He went on to say that they should go over the math to be sure everyone was on track. Lisa said the total was \$12994 and they have paid \$6497 (half). Peter said that the Board authorized \$500 to do the Efficiency Vermont energy audit so that we would be eligible for an efficiency rebate after the project is complete, which will be between \$1650 to \$5000 depending on the results of the post work audit. Carrie said that they have received a bill for \$6997. Peter said to pay it, using the funds set aside for the project and make up the difference out from the Community Building reserve fund and when the Town receives the Efficiency Vermont rebate return the money to the reserve fund. Carrie said they just wanted to make clear where things are at. Lisa handed out the balance sheet she just received from Batchelder. Lisa explained this was their report of the financial status of accounts for 2015 for the town meeting handout. Peter asked if the Secretary has a copy to put with the minutes. Andrew said that he will forward the email with the reports in it. Peter asked how Batchelder was working out. Lisa said that they have worked out so far and have been giving them homework and then checking to see if they are doing the process the way Batchelder wants. Peter wanted someone to check with Annie Crowley to make sure that she doesn't have any issues going into Town Meeting.

Andrew wanted to mention that he has a source for security cameras and as long as they a LAN/WLAN camera with no access to the internet then they are eligible for a grant. He suggested that we get a quote from Round Hill Tech Co. does installation of these systems and maybe we should ask for a quote. All we need is a quote to apply for the grant. Andrew asked the Secretary if he could reach out and ask if they would give us a quote.

Peter wanted to mention that they still haven't closed on the entrance access point for the sidewalks. He told Brent that he may want to give his view for the Fire Department. Brent said that they will take it up as a group during their regular meeting which is March 1st. Peter said that they want to go out to bid in February and he needs to call the engineer tomorrow and tell him we are good to go. Discussion continued about the turning radius of the fire truck. Andrew suggested that we proceed and if there is a design change needed we can submit a change order. The Board agreed.

Approve Minutes.

Mary made a motion to approve February 4th Minutes, Andrew seconded the motion, Peter and Mary voted to approve and Andrew abstained because he was not in attendance.

Andrew Moved to approve the February 11th Minutes, Mary seconded the motion. Andrew asked how everyone felt about the minutes. The consensus was mixed with most feeling that these minutes were detailed and kept the public informed.

Andrew made a motion to accept the resignation of Debbie Johnson as Auditor and Chris Emerson as Tree Warden with regret but grateful for their service to the Town. Mary seconded the motion and the motion passed unanimously. Andrew suggested that the board send a thank you note to both.

Andrew made a motion to adjourn at 8:57pm, Mary seconded and the motion passed unanimously.

Minutes prepared by Dan Robinson, Select Board Secretary