

Town Of Groton, Vermont – Selectboard Minutes May 5th, 2016 (Draft)

The duly warned meeting of the Groton Selectboard of May 5th, 2016 was held at the Groton Community Building, 1476 Scott Highway.

Attendance for the meeting included: Gary Lamberton, Linda Nunn, Carrie Peters, Lisa Hart, Brent Smith, Jim Downing, Mark Puffer, and Dan Robinson.

The Following Selectboard Members were in attendance: Mary Grant, Andrew Dorsett, and Wade Johnson

The Meeting was called to order at 6:03 PM

Review/Approve April 21st Minutes:

Wade made a motion to approve the minutes for the April 21st meeting. Mary seconded the motion and the motion passed with 2 votes, Andrew had not yet arrived at the meeting.

Financials and Budget Update:

Lisa presented the Board with a copy of the financials to review. She reported that they are at 35% and that dental plans renew on July 1<sup>st</sup> and there are no changes.

Department Updates:

\* Open Chloride bids – Mary and Wade opened the bids for chloride bids and reviewed them. There were two bids received, one from All States Asphalt Company Inc. for .87 per gallon and the other from The Gorman Group LLC. for .88 per gallon. Brent explained that the Town has contracted from both and both have been good to work with. Mary said that pennies count and recommended All States Asphalt Inc. Wade made a motion to accept All States Asphalt's bid of .87 per gallon, Mary seconded and the motion passed with votes from the 2 members present.

\* Constable – Jim Presented the Board the digital radio upgrade estimates and radar speed sign estimates. The select Board asked Jim for his recommendations. For the radar speed sign, Jim preferred the Trafficlogix sign over the Trafficalm sign. TrafficLogix was more expensive, but was solar powered and had downloadable data so he would know when traffic was the heaviest, had the most speeders which would make determining his patrol patterns easier. Wade moved to approve the purchase of the Trafficlogix radar speed sign for \$3455.00, Mary seconded the motion and the motion passed with voted from the two members present. Jim preferred PIKCOMM over The Rinker's estimate, both for price and availability of the required equipment. Wade moved to approve PIKCOMM as the vendor for the digital radio upgrade, Mary seconded the motion and the motion passed with two votes from the members present. Jim also reported that he is attending training over the next couple of weeks. This would make him half way through his annual training requirements.

\* Cemetery Mowing Contract Bids – Bids were received from Jim Winget (Groton)\$8500 (renewed annually), CK Lawn Care (N. Haverhill)\$7938, Rouleau's Property Maintenance (Groton)\$8100, increasing \$100 each year for anticipated wage and material increases to total \$8600 at 5 years. Mary and Wade reviewed all three bids and Wade expressed concern that there were no job references from other contracts to ensure that the Town would see the same quality work as the Town has received from Jim Winget.

Based on that, Wade recommended that the Town renew Jim's contract for this year and re- list the contract for next year and ask for references from bidders. Wade made the motion to accept Jim Winget's contract bid for one year, Mary seconded the motion and the motion passed with two votes from the members in attendance.

\* Town Office DSL upgrade – Gary Lamberton presented the Board a proposal and price list for the levels of DSL that Fairpoint Communications provides. The Secretary presented the price that was given to him by Charter. The price from Charter was \$59.99 for 60/4 (download/upload). The equivalent price from Fairpoint would only provide 15/1 (download/upload). The benefit of staying with Fairpoint was that there would be no email address change for town offices and currently this is a shared account with the library. The secretary briefed that there are ways to add an email service to the town's website to accommodate this. By using the web hosting for emails, it would no longer matter who the internet service came from, the email addresses would never change. Gary thought that the move to Charter was a cost effective solution to the internet bandwidth problems the town offices have been experiencing and with the increase to 60/4 would satisfy their requirements for a long time. Gary also mentioned that the library should be notified of the change as soon as possible so they could plan how they wanted their account set-up. Gary also mentioned not cutting the Town's Fairpoint service until the email solution was in place so there would be no loss of emails. Andrew thanked Gary for monitoring the DSL issue and making sure that the Town Office network was taken care of. Andrew made a motion to contract with Charter for Internet service, Wade seconded the motion and the Board voted unanimously to approve. Gary wanted to mention that during the next budget cycle, perhaps it would be a good time to look at the building's phone system as the system in place is rapidly becoming outdated. The Board agreed and thanked Gary for his input.

\* RR Bed access for David Boyce – Wade briefed that he spoke with Mr. Tripp. He said that the Town definitely has to go back through the deeds. Mr Tripp said that one deed that he reviewed has the statement in it that when the railroad ceased to exist, that the land would be turned back over to the property owner. This was from somewhere back in the 1840's. Mary added that is why she suggested to David Boyce that he have everything that he has, looked at by a lawyer. Andrew added that if nothing can be found on it, then perhaps the Town has a lawyer go through the process and get it in writing, do the title search and give the Town a definitive answer.

\* Personnel Policy - Because of limited time Mary asked that work on the Personnel Policy be moved to the next meeting. The Board concurred that more time needs to be made available and moved this to the next meeting.

\* Town Clerk – Presented the Board with the Bistros liquor license to sign. The Board signed without issue.

Open to Public - Mary briefed that the CEDC voted to approved the Select Board to give the Black River Design Company the go ahead to finalize a design proposal and cost estimate for the ADA access and kitchen design. Andrew made a motion to authorize Black River, Wade seconded and the motion passed unanimously.

Brent briefed that he has a meeting with GMP about the land transfer the upcoming week to discuss further the property and issues related to obtaining that piece of land. He also briefed that NVDA has released the next round of grant cycles, and wanted to know if the Board wants to continue with another grant. The Board said yes. Andrew asked Brent if he would ask NVDA if they would be able to run a standard grant concurrent with a small project.

Andrew presented the Selectboard with the design sheets and addendums that he receives from the design engineers and VTRANS.

Linda reported that the State Fire Marshall was going to contact the "yellow" building owner to have him explain his plan to resolve the fire/safety issue that the building poses.

Andrew asked if the Select Board meeting time could be adjusted to 6:30pm. Mary said that would be fine. The Secretary said that he would have it posted on the website.

Mary asked the Secretary to forward a letter from Ellie Boisvert to the Zoning Administrator, in reference to some construction in her neighborhood. In her letter to the Board, she indicated that she had already mail a letter to Brad, but has not heard back from him.

Lisa asked that Fire Department payroll support forms be added to the next agenda.

Brent reported that he believes that the issues on the Harv Orr Road ditches has been resolved to the satisfaction of the residents.

Mary announced that she needed a motion to go into executive session to discuss CPA firm contract for services and training negotiations. Wade made the motion, Andrew seconded and the Board voted unanimously to go into executive session. Lisa asked that because minutes were not being taken, the Select Board Secretary not be allowed to remain during executive session. Mary said that initially only the Board would be in the discussion and she would call the Treasurer in when needed. Executive session began at 6:59pm.

The Board came out of executive session with the Treasurer and Assistant Treasurer at 8:07pm with no action on the CPA contract for services and training.

Set Agenda for the Next Meeting:

The following items will be added to the agenda for the next meeting-

- \*Fire Department Personnel Payroll forms
- \*Fire Marshall's response on "yellow" building
- \*Harv Orr Road Tree Warden Letter
- \*Personnel Policy

Meeting adjourned at 8:10pm.

Minutes prepared by Dan Robinson, Select Board Secretary