

Town of Groton, Vermont - Select board Minutes December 7, 2017 (approved)

Select board Members in Attendance: Deborah Jurist, Wade Johnson, Sr. and Mary Grant

Attendance for the meeting included: Debra Johnson, Lisa Hart, Carrie Peters, Wayne Knott, Dorothy L. Knott, Matt Puffer, Lise Shallberg, Gary Lamberton, Mary Ellen Boyce and David Boyce.

Mary called the meeting to order at 6:30 pm.

Deborah moved to approve the minutes of November 16, 2017, Mary seconded and motion passed.

Adjustments to Agenda - The Railroad Bed were moved on the agenda under Matt Puffer and the Financials/Budget Update was moved below Open to Public & Other Business.

Matt Puffer - property

Matt said back in 2007 there was a committee developed for a new fire station which was on property that Matt Puffer owned that is east of the town garage. Test holes were dug to see if the property perked. Matt did the digging for free. Matt believed the company was Black River that did the work. Matt wants to know if a septic design was done. Wade Johnson is going to call Warren Tripp who was on the committee to ask him about the septic design. Lisa is going to contact Black River to see if they have a copy of the septic design.

Railroad Bed

Deborah handed out a copy of the Rules for the Railroad Bed meetings on how the meetings will be conducted that she would like to be adopted. The rules were read by Deborah. The committee's goal is to complete the ordinance for the Railroad Bed by the end of February to bring to the Select Board. This ordinance will go to the lawyer to be reviewed before it goes to the Select Board. The Select Board will or will not adopt the ordinance. Deborah made a motion to adopt the rules on how the Railroad Bed meetings will be conducted, Mary seconded and motion passed. Deborah made a motion to add three people to the Railroad Bed Committee who are Mary Ellen Boyce, Barbara Johns, and Jodi Wohlleb, Wade seconded and motion passed. The next step for the Railroad Bed Committee is to send out letters to all 37 owners who are abutters to the property to get their input. There were questions on plowing being done on part of the Railroad Bed. This issue will be put on the next Select Board meeting agenda.

Highway/Brent Smith - Better Back Roads

Brent said the Better Back Roads are all done and filed. He also said the backhoe is broke.

Jim Downing - update on call with Derek Fenby from DMV

Jim Downing was not present. This will be put on the next Select Board meeting agenda.

Fire - selling of utility trailer

The utility trailer is a hand me down military trailer that was used for the forest fire tools. A new trailer was purchased for the forest fire tools so this trailer is not needed any more. Deborah made a motion giving the fire department permission to sell the utility trailer, Wade seconded, and motion passed.

2017 Town Report

Debra Johnson had contacted Mary from Repro asking her to change the date for the final proof of the town report which has been moved to Feb. 5, 2018 and will not change the delivery of the reports which is February 15, 2018. Departments have been sent an email for the deadline date of Dec. 20 for their reports. This year the Select Board is asking all the departments to have their finances put in the town report. Mary made a motion that all the financials of the departments are a part of the 2017 Town Report, Wade seconded and motion passed.

Open to Public & Other Business

Mary Ellen Boyce asked for the town crew to slow down when they sand on her road.

Financials/Budget Update - Budget, CDT update, TAN Note approval, BC/BS Health Insurance annual document

Lisa handed out the budgets that are at 94%. Lisa also handed out the budgets that were discussed at the budget talk day. Select Board is to look at the budgets which need to be approved on Dec. 21st. Deborah made a motion to keep the employee share of the BC/BS Health Insurance at 10%, Wade seconded and motion passed. . Mary inquired about the Asset Module software from NEMRC. Lisa said the module is \$1875.00, Mary suggested that this item should be put in the budget to purchase in 2018. The discussion went on to how this module would help the flow of the town wide Audit. Mary stated the audit should be completed in 2019 for 2018. There was some discussion of when the proper time was to complete the town audit and Mary asked Lisa to review with Glenna Pound. Lisa said the TAN Note expires on Dec. 31, 2017 so this needs to be renewed. Lisa checked the rate at three different banks to borrow \$385,000 which are: Community Bank at 1.92%, Passumpsic Bank at 2.23% and Union Bank at 1.29%. Mary made a motion to renew the TAN Note at 1.29% at Union Bank for \$385,000, Deborah seconded and motion passed.

Carrie gave the update on delinquent taxes. The December 3, 2016 tax sale redemption year has ended. Two parcels were not redeemed and have been transferred to the people who bid on the property at the tax sale. Carrie handed out to the Select Board members a copy of all the taxes that are owed. The next tax sale will be for the 2015-2016 delinquent taxes which will be end of February or beginning of March.

Sign Orders & Open Mail

The orders were signed and mail opened.

Set Agenda for next Select Board meeting on Dec. 21, 2017

Meeting called to order

Review/Approve Minutes of Dec. 7, 2017
Adjustments to Agenda
Matt Puffer - septic design
Railroad Bed - plowing request
Department Updates
Highway/Brent Smith - Winter Operations Plan
Jim Downing - update on call with Derek Fenby from DMV
Library - budget
2017 Town Report Warning
Financials/Budget Update - Budget
Open to Public & Other Business
Sign Orders & Open Mail
Set Agenda for next Select Board meeting on January 4, 2018
Adjourn

Deborah made a motion at 7:50 PM to adjourn, Wade seconded and motion passed.

Respectfully submitted,
Debra Johnson
Select Board Secretary

Mary Grant, Chair

Wade Johnson, Sr.

Deborah Jurist