

Town of Groton, Vermont - Select board Minutes June 1, 2017 (approved)

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

Attendance for the meeting included: Debra Johnson, Carrie Peters, Lisa Hart, Brent Smith, Diane Kreis, Mark Shallberg, Colleen Darling, Jim Cilley, Linda Nunn, David Darling, Jr., Derek Curtis, Dorothy L. Knott, Wayne C. Knott, Henry Knott and Brad Houghton

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

### **Review/Approve Minutes**

Deborah Jurist made a motion to approve the minutes of May 18, 2017, Wade Johnson seconded and motion passed.

### **Diane Kreis - Update on Library**

There were no updates at this time. As soon as Trish from Rural Edge has all her information, she will have direct contact with the library trustees.

### **Tim Dailey - NEKWD/Recycling**

Deborah Jurist had spoken to him about the issue of recycling. They discussed the rules and regulations governing a recycle day in Groton possibly with a dumpster. Deborah and Tim also talked about helping people dispose of scrap wood and metal. Deborah Jurist will continue to talk with Tim Dailey about these ideas in the hopes of making it easier to get rid of recyclable materials. When a plan is formulated, it will be brought to the Select Board.

### **Maintenance - Mark Shallberg/Update on the Memory Wall**

Mark had a copy of the legal survey (proposed line) that had been signed by TruLine and gave the Cilley's a copy and showed it to the Select Board. Mark said the first thing that needs to be done is to contact TruLine so they can relocate the proposed boundaries in the presence of the Cilley's. Mark would like to have Select Board representation at this meeting. Second, is to meet with the Cilleys and Select Board Representatives to finalize the boundary and agree on how the excavation and memory wall will go forward focusing on repairs to their land if such repairs are needed. The cost of having Tru-Line back to identify the proposed boundary and replace the pins marking it will be \$200-\$500. Deborah Jurist made a motion to allocate \$500 to have TruLine surveyors come back and put in the monuments (pins) to reestablish the proposed line with the land owners present. Wade seconded. The motion was passed. Mark Shallberg will contact TruLine to set up a time to meet with the Cilley family to go over the boundaries.

Brent Smith had talked to Mark Shallberg about putting septic tank filters in the town septic system to prevent solids from going into the leach fields to help to able to use the septic system longer. The Select board gave Mark permission to purchase the filters and put them in which will cost from \$150-\$200.

### **Highway - Brent Smith/roads & driveways**

Brent received the grant for engineering on Minard Hill Road. He also received the grant approval for work to be done on the south end of Glover Rd.

Last year Brent said the town got a couple of used culverts from the Agency of National Resources Office in Essex that Pat Ross found just sitting there and he thought that Groton could use them. He met with Pat Ross and came up with two sites to use them on. These sites are where the two stream crossings on the Harv Orr Road that washes out in large events. Pat Ross, who is the Stream Alteration Engineer, is going to write the town a permit to put the culverts in which will not cost the town anything. Pat Ross said that he will come and shovel dirt to help put the two culverts in.

Brent said that each town will have to get a storm water permit. He met with the Agency of Natural Resources people and a dry run was done on a Class 4 Road. Some standards for a Class 4 Road have been defined as: One is: A rill, which is anything that washes up to 11 inches. Another is: an active gully which is defined as anything that washes up over 12 inches. The town will be responsible to fix the gullies only.

Mary said there is a list of roads that the town needs to turn into trails. Brent will bring the list to the next Select Board meeting so they can get this process going throughout the summer.

Brent mentioned that they should have the new 6 wheeler in about two weeks.

Brent said funds had been allocated in the budget for a replacement of the garage doors on the west end of the town garage. Brent said he will get 3 bids and bring them back to the Select Board.

Last Tuesday, Brent went to Ryegate to pick up the hydro-seeder that Caledonia County Conservation District purchased through a grant for \$30,000. The hydro-seeder is being shared by Ryegate, Groton, Walden and Danville. Brent said there is a learning curve to using it, in regards to the correct mix of seed and binder etc. However, it is very versatile and will be a great help in seeding down the steeper slopes above the road ditches that are required by the new water shed regulations. Brent said that the town will be invoiced monthly for the products that they use.

Brent mentioned they have had a spare chloride tank that they haven't used, which was donated to the town by a company the town purchased chloride from. We now have it set up to sue to fill water in the hydro-seeder or to use with the chloride. Bo Wilson has donated a dewatering 1 1/2 " electric pump for this project.

An engineer from the state who is doing the engineering on Rte 302 for signage wants some input from the town on updating all the signs. Also any street sign that is in the right-of-way will be updated. The engineer will be contacting Butler on the school bus stops.

Brent mentioned that the trimmer that was bought years ago for Donald Bliss has broken. The trimmer was taken to Groton Tire to be looked at but since the trimmer needed a \$60 carburetor and with labor cost Brent bought a new 4 cycle trimmer.

Brent has been looking at a backhoe replacement for the coming year. He is looking at cost and what other towns are using. Some towns are using excavators instead of backhoes. Brent was told by another town to not get rid of the backhoe because of the cost of moving the excavator for small jobs.

### **Zoning Brad Houghton/bylaws & permitting**

Brad was asked if people with building permits extend the time on their permits. Brad said it happens once in a while. Brad said that Kitty has a record of when building permits are issued. A building permit legally lasts 2 years. If the person is still building after 2 years they need to get another permit. Dorothy, a lister in Groton, spoke up and said all the listers do is check to see what stage the permit projects are in regards to the Grand List. Kitty gives Brad the updates on the completed permits. A Certificate of Occupancy should be issued when the building project is complete.

Brad was asked about the letters that were mailed out to people in town concerning the clean up of their property. Brad was asked by the Select Board to find out the enforcement rules by talking to Jim Downing and bring them back to the Select Board. There was some discussion about scrap metal that people have in town and how to help them to find ways to discard it.

### **Fire Warden - Wade Johnson/Forest Fire Pay**

There was discussion on the cost of the forest fires in the town last year. With the State of Vermont not paying the 50% of the cost of fighting forest fires anymore, the budget for fighting forest fires next year needs to be doubled.

### **AED Update**

Lisa has a quote for a Zoll AED. This purchase will come from the Food Shelf Account that people have generously donated to help our community. The PO's were signed by the Select board. When the AED comes, Mark Shallberg will be putting it up in the front entrance to the town office. Dorothy said they are working on getting a CPR course in the town.

### **Fire Department**

Henry Knott spoke on the requests for proposal for the 4 self contained breathing apparatus (SCBA) with 4 spare tanks that the town voted \$30,000 to approve at the town meeting this year. Henry submitted to the Select Board three RFP's for these SCBA's. 1) Reynolds and Sons, Inc. - \$28,850 including a \$1,900 tool rebate; 2) New England Emergency Equipment, LLC - \$19,476; 3) Chiefs Truck Maintenance - \$20,800. There was discussion on why the fire department would like the Select Board to choose Reynolds and Sons since their bid is much higher than the other two. Wade explained that the fire department has been using the MSA brand and have been trained to use them. If the other bidders were chosen, someone would have to come and train the fire department to use their SCBA's which would be an added cost.

Mary made a motion to accept the bid for \$28,850 from Reynolds & Sons, Inc. for the purchase of 4 SCBA's with 4 spare tanks, Deborah seconded and motion passed with Wade Johnson not voting due to being on the Fire Department.

Dorothy brought up concerns on purchasing food for rehab (this is food for the firefighters that they provide after fighting the fire) for the fire department. The Fire Department secretary purchases food and then a PO are filled out for reimbursement. The Fire Department Association is then refunded by the Town. There was discussion on this process. Lisa is going to talk to Glenna Pound about this process

to see if it is being done correctly. The Select Board from now on would like to see the Fire Department Association Funds listed in the town report along with the Library and Fast Squad Funds.

Wayne Knott brought up an issue about the two dumpsters from Myers that was put near the Fire Station. They are in the way of the firefighters entering the fire station. There was some discussion as to where to put the two dumpsters. The two dumpsters will be moved right next to the guard rails in the town office parking lot.

**Financials - Lisa Hart & Carrie Peters** (This part of the meeting was moved to the end due to Lisa and Carrie getting to the meeting later)

Lisa handed out the budgets that are at 42%. Lisa asked the Select Board to review and email her the questions that they have. The Final Personnel Policies were signed by the Select board. Lisa mentioned that the Librarian, Anne Hatch, has given her resignation.

**Open to Public & Other Business**

There was some discussion on how the Fire Department Association, Library Friends and the Fast Squad accounts are being done. Lisa will be asking Glenna Pound to see if the process of these accounts is being handled correctly.

**Sign Orders & Open Mail**

The orders were signed and mail opened.

**Set Agenda for Next Meeting**

Meeting called to order

Review/Approve Minutes - June 1, 2017

Financials/Budget Update - Fire Department Association, Library Friends & Fast Squad Accounts

Department Updates - Highway - Brent Smith/road classification, railroad bed; Linda Nunn/Central VT

Humane Society Contract

Library - info on new librarian

Tim Dailey – Recycling

Mark Shalberg - Memory Wall/survey update

RFP Gutters & Roof Painting

Open to Public & Other Business

Sign Orders & Open Mail

Set Agenda for Next Meeting

Adjourn

Wade made a motion to adjourn at 8:30 PM, Deborah seconded and motion passed.

Respectfully submitted,

Debra Johnson

Select board Secretary

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Mary Grant, Chair

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Wade Johnson, Sr.

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Deborah Jurist