

Town of Groton, Vermont – Select Board Minutes of July 5, 2018 (draft)

Select Board Members in Attendance: Wade Johnson, Sr., Deborah Jurist and Aaron Smith

Attendance for the meeting included: Debra Johnson, Lisa Hart, Mark Shallberg, Lise' Shallberg, Brent Smith, James Downing, Brent Abare, Dave Spencer, Jodi Fleurie-Wohlleb, and Dan Webster.

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

Deborah made a motion to accept the minutes of June 18, 2018, Aaron seconded, motion passed.

Deborah made a motion to accept the minutes of June 21, 2018 with corrections, Aaron seconded, motion passed.

Lise brought up in a previous Select Board meeting on June 7, 2018 that there was no motion made for the \$600,000 for the Frigon Cleaning's Liability on the Certificate of Insurance to be approved by the Select Board. Debra Johnson, the secretary said that when Lise had sent her an email asking if there was a motion made, she listened to the meeting and there was no motion made. So, at the next Select Board meeting the Select Board will make a motion for this.

Adjustments to Agenda

After the Department updates, Railroad Bed Ordinance and Basketball Hoop were added.

Nathan Puffer – SB to sign agreement from lawyer

Nathan Puffer is away for a month. His name will be put in the To Do List until he comes back.

Highway/Brent Smith – Minard Hill Project update

Brent said that the Minard Hill project is done.

Admin. Asst./Lise – updates

The Woodsville Ambulance Invoice for 2018-2019 and the Contract for the Select Board to sign. The Select Board signed the Woodsville Ambulance Contract for July 2018 to July 2019.

The Select Board would like the Woodsville Ambulance to come to a meeting this fall before the budget meetings begin for 2019.

Lise mentioned that she does not have an up-to-date (2011) Select Board Handbook from VLCT. Lise will ask Linda Nunn if she has the 2011 Select Board Handbook, if she doesn't then Lisa will order one.

Constable – update on speed sign (Minard Hill)

Jim said the speed sign is all boxed up and ready to go. Jim is waiting to get paper work back from the company.

Library – officially appoint trustee Alissa Smith & Debra Tinkham

Deborah moved to appoint Alissa Smith to be a Library Trustee, Wade seconded, Aaron recused himself, motion passed.

Aaron moved to appoint Debra Tinkham to be a Library Trustee, Deborah seconded, motion passed.

Health Officer/Dan Webster – demolishing Edward’s House & other issues

Dan said at the last Select Board meeting that he attended, he was asked to call the town attorney on the last zoning permit that he authorized. The lawyers quote at the end of the conversation was, “Before you issue this individual any other zoning permits, you call me and make sure we are both on the same page.” Dan said, “No.” If the person has complied with all the things we need for our zoning, then they get the permit.

The State of Vermont Health issues have changed on rental permits.

Dan said that the zoning administrators need to make a site visit before they issue a permit.

The Select Board Secretary will look back in the minutes to see if the Select Board denied a building permit in November of 2017.

Dan said the Town of Groton has the proper paperwork to demolish the Edward’s House.

Basketball Hoop

Wade said that Diane Kreis called him and invited him to the Community Club meeting on Wednesday, July 11, 2018 which Wade could not attend. Wade said he will be emailing Diane what he said in their phone conversation about the Basketball Hoop so she can discuss the issues at the meeting. An email was sent from Wade to Peter Lyon on June 26, 2018 with no response. There was a discussion on issues with the basketball hoop and to find staging that can be rented to take the Basketball Hoop down.

Th Select Board requested Lisa to write Lajuenesse a letter to request refund of the \$1500.00 deposit.

Railroad Bed Ordinance

Dave Spencer, Brent Smith and Deborah Jurist looked at the speed limits on the Railroad Bed and made changes to them. The Railroad Bed Ordinance has been looked at by VAST. Still waiting to hear from the State.

PACIF Insurance

The Bell and Basketball Hoop and the Railing are the three main things right now that need to be completed.

Mark has talked to Eric Crum to get a price on the railing. Mark is going to find out a cost to move the bell. Mark is going to find a staging to rent to take the basketball hoop down.

Civil Ordinance

There was much discussion on the VLCT Ordinance and the one from Hardwick. The Hardwick Ordinance has been used in a court situation. There was much discussion on the Civil Ordinance with a few changes made. Lise will make changes and bring back to the next Select Board meeting.

Financials/Lisa – Purchasing Policy

Lisa made the correction to the existing Purchasing Policy which was changed on August 2017 with a motion made changing from \$2500 to \$5000 which needed to be signed by the Select Board.

Lisa mentioned to Aaron that she has set him up to get all emails on the bank statements from the Community Bank.

_Lisa had handed out the budgets to all departments in the town. Lisa also handed out the budget which is at 50% and any questions can be emailed to her before the next meeting. The balance sheet was also handed out on quarter #2.

Lisa had a question on how much to pay Wade for a forest fire that he dealt with himself. Wade will look it up in his forest fire information from the State Forest & Parks to see what the pay is for a forest fire.

Lisa had questions from the audit on the grants. Brent said that on Glover Road they may put more blocks in. Brent told Lisa she could close the engineering part of the Minard Hill project. Brent mentioned the Federal Highway Aid money coming back which should go back in the Highway Reserve Fund. There is another grant that has been applied for but have not got yet or chosen what project to do.

Lisa said that money needs to be borrowed from the TAN note. Lisa suggested that \$55,000 be taken from the Highway Infrastructure Reserve Fund. Lisa suggested that \$100,000 be borrowed from the TAN note.

Lisa handed out the Personnel Employee Policies to all employees of the town and will make copies for the Select Board.

Lisa thanked Mark and Brent for putting the signs up.

It was decided by the Select Board to move the Open to Public before the Executive Session.

Open to Public & Other Business

There was discussion on what the Select Board can do for Groton and the two other towns. Brent said you need the public's opinion and a petition (5% of voters from all three towns). There is a concern for the BMU student's future.

Dan heard from the State today. The Zoning Administrator can be on the Planning Commission.

Wade brought up the visit they had on the Great Road about the issue with the culvert.

Sign Orders

The orders were signed by the Select Board.

Executive Session – Real Estate Matter

Deborah made a motion to go into Executive Session in the Matter of Real Estate at 9:06 PM. Aaron seconded, motion passed.

Wade made a motion to come out of Executive Session at 9:30 PM with the decision that an agreement of the Cilley property offer finalization is pending, Deborah seconded, motion passed.

Set Agenda for next Select Board meeting on July 19, 2018

Meeting called to order

Review/Approve Minutes of July 5, 2018

Adjustments to Agenda

NEKWMD – to establish a small-scale composting facility at the recycling center

Department Updates:

Highway/Brent Smith

Admin. Asst./Lise – updates

Library – possibility of another Library Trustee

Forest Fire/Wade – wages

SB – a motion needs to be made on the \$600,000 liability for the cleaning contract

Railroad Bed Ordinance – go over rewritten ordinance with changes made

Update on Cilley Property

Civil Ordinance – go over rewritten ordinance with changes made

Financials/Lise

Open to Public & Other Business

Sign Orders

Set Agenda for next Select Board meeting August 2, 2018

Adjourn

To Do List

Basketball Hoop

Act 46/BMU

1920 Map

Respectfully submitted,

Debra Johnson

SB Secretary

Deborah made a motion to adjourn at 9:50 PM, Aaron seconded, motion passed.

Respectfully submitted,

Debra Johnson

SB Secretary

Wade Johnson, Sr., Chair

Deborah Jurist

Aaron Smith