

Town of Groton, Vermont – Select Board Minutes of June 21, 2018 (approved)

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

Attendance for the meeting included: Debra Johnson, Lisa Hart, Carrie Peters, Mark Shallberg, Lise' Shallberg, Brent Smith, James Downing, Jim Burke, Brent Abare, Kitty Diggins, Gary Lamberton, Richard Danforth, Dave Spencer and Wade Johnson, Jr.

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

Deborah made a motion to accept the minutes of June 7, 2018, Aaron seconded, motion passed.

Deborah made a motion to accept the minutes of June 14, 2018, Aaron seconded, motion passed.

### **Adjustments to Agenda**

No adjustments made to agenda.

Lisa said there is a new person that is interested in being a Library Trustee. This was not on the agenda. The library needs a third trustee in order to have a meeting. Deborah made a motion to temporarily appoint Alissa Smith as a library trustee, Wade seconded, motion passed with Aaron recusing himself. The job of library trustee needs to be posted for 10 days before the Select Board can officially appoint a Library Trustee. Alissa will officially be appointed at the next Select Board meeting. The job of the Library Trustee will be posted in three places tomorrow, Friday, June 22, 2018.

### **Nathan Puffer – SB to sign agreement from lawyer**

Agreement is not ready yet.

### **Highway/Brent Smith**

The project on Minard Hill Road has run into ledge, this will be an extra expense. The project is on schedule, should be finished on June 28, 2018.

Brent said there is a request in a grant for aid from the NVDA that needs to be signed if the Select Board is interested in pursuing and then the NVDA would like to meet with the Select Board to show them the project. This grant helps bring town roads up to water quality standards.

Wade had discussed with Brent about meeting tomorrow night, June 22, 2018 at 5 PM on the Great Road about a water issue on the property.

### **Admin. Asst./Lise – updates**

There was no mail to discuss.

### **Adopt updated Personnel Policy/Conflict of Interest Policy**

The Conflict of Interest Policy doesn't have to be done until July 2019.

Lisa had emailed a copy of the Conflict of Interest Policy to each of the Select Board members. There were three changes in the Personnel Policy made. The first is the SICK leave is now called Sick/Paid Leave and as of Jan 2018 Eligible Part Time employees will earn 1 hour of paid time for every 52 hours worked. The second one is that Addendum C has been updated. The third one is that the Conflict of Interest Policy doesn't have to be done until July 2019.

Deborah made a motion to approve the updated personnel policy with the changes made, Aaron seconded, motion approved. There was no copy of the Personnel Policy for the Select Board to sign. Lisa will make a copy and put in orange folder for Select Board to sign and then a copy will be given to each Select Board member.

### **Basketball Hoop update**

Wade had contacted Robert Hutchins from Lajeunesse Interiors about the basketball hoop to find out what was going on. Mr. Hutchins sent Wade an email of what was discussed on the phone which is the paperwork that needs to be done. No paperwork has been received on the basketball hoop. Lisa mentioned that she thinks paperwork was done by Groton Timberworks but it wasn't the correct format that Lajeunesse preferred.

Wade said there is an insurance issue where the backboard needs to come down due to the braces that are holding it up. Lisa said BMU has been notified that there is a possibility that the basketball hoop will be taken down. Wade will be calling Peter Lyon to update him of what is going on.

As said in the last Select Board meeting, Aaron made a motion to remove the basketball backboard to fulfill the recommendation from the insurance company, Deborah seconded, motion passed.

### **Discuss Civil Ordinance for solid waste, garbage, junk, junk motor vehicles**

This ordinance is one that is used by the Town of Hardwick, VT. Lise has contacted VLCT to find out the process for passing an ordinance and emailed to the Select Board members.

The Select Board asked Lise to put in Groton's name in the place of Hardwicks and bring to the next Select Board meeting. The Select Board will also look at the ordinances from VLCT before the next Select Board meeting.

Jim mentioned that a couple of months ago, he gave out some speeding tickets on Route 302 and in court lost these tickets because Route 302 was not on the Groton Traffic Ordinance. It was later found out that the town of Groton has 2 Traffic Ordinances, one that pertains to town roads and one that pertains to state roads. Jim needs to have both ordinances with him.

### **Speed Sign on Minard Hill**

Jim said the speed sign on Minard Hill is not working and the warrantee ran out on May 19<sup>th</sup>. Jim said it looks like, as of now, that we will have to send it back to the company to have them rebuild it. Jim does not have a cost yet.

### **Railroad Bed Ordinance**

A copy of the Railroad Bed Ordinance has been received from the lawyer. The Select Board needs to read the ordinance and discuss at the next Select Board meeting. The lawyer will be giving a copy to the VAST lawyer and to the state for them to look over. The lawyer has suggested that there needs to be a public forum on the Railroad Bed Ordinance. The Railroad Bed Ordinance will be on the next Select Board agenda.

### **Discuss special meeting about Act 46**

There was a long discussion on the meeting that BMU had last night, Wednesday, June 20, 2018, about Act 46. Brent Abare suggested the Groton Select Board write a letter to the School Board to exercise their vote of their wishes to the committee. The letter will be written.

### **Financials/Lisa – discussion of funds for demolition project (Edwards)**

Lisa was asked at the last Select Board meeting to see how the Emergency Funds were to be used. Lisa does not think the demolition project can come out of the Emergency Fund. It is not a real “Town” emergency. Lisa had the opportunity to talk to a lawyer that was in the town office for his opinion of this matter and he thinks that just tearing down the building and somewhat covering it may not be enough and he advised us to discuss with VLCT. There was a short discussion on this issue.

Deborah made a motion to hire Puffer Excavating to tear down and cover the Edward’s property for the \$2000 estimate as soon as possible, Aaron seconded, motion passed.

Revised agreement with Donald Bliss loan Lisa amended the document to say that he needs to pay the increased amount of \$32 a month and this will be satisfied in January of 2021.

Lisa received no questions on the budget that was handed out at the last Select Board meeting. Lisa said that the auditors have been in the office. When the Purchasing Policy was changed from \$2500 to \$5000 with a motion, the actual policy needs to be updated as well. Lisa will bring the updated policy to the next Select Board meeting.

Lisa mentioned that Washington Electric does community dinners. Washington Electric holds their annual meeting which is a dinner in different communities every year. People pay to go the dinner and then Washington Electric donates money for different needs. It is Groton’s turn to have the meal in our community. Lisa is working out the details for the dinner/meeting. The date for the meal is tentatively set for October 25, 2018. Lisa will be writing a letter and then this needs approval by Washington Electric.

The Select Board decided at this time to move the Executive Session to be after Open to Public & Other Business.

### **Open to Public & Other Business**

Kitty Diggins said there were 6 grievances. They have 14 days to send their grievances to the (BCA) Board of Civil Authority.

Ted and John, the Assessors will be starting the reappraisals at Groton Lake on July 5<sup>th</sup>. These reappraisals will be done on Wednesday, Thursday, Friday and Saturdays. John who will be doing the inspections would like a key to the office. The Select Board said it was fine for John to have a key to the office.

Kitty will be giving Gary Lamberton's email to Ted so they can discuss issues with the computer for any help that he needs during the reappraisal.

Gary Lamberton said the AED has been ordered and will be coming sometime in July. The Select Board thanked Gary for all the work that he did to get the AED for the gym.

Gary has been asked to look into a new PA system for the gym. Gary will do some research.

Jim Downing brought up on the Civil Ordinance under junk on page 2 Article 9, Jim said it should read unregistered and not inspectable.

Wade Johnson Jr. brought up at the old Lauzon Building, there are no fire lane markings but Rural Edge says they will remove cars if they are parked there. Wade Johnson, Jr needs to talk to Dan Webster, the health officer to see if he can help with this.

Brent Abare gave Lisa a request for a new projector and screen for \$449 to use when there is a special meeting in the gym. Lisa said there are funds under the IT line that can be used. Gary will do research to find the best deal.

Deborah made a motion for up to \$500 for a projector and screen based on Gary Lamberton's (IT person) research, Aaron seconded, motion passed.

Lisa asked Mark Shallberg about the removal of the bell. Mark said he will be working on it.

### **Sign Orders**

Orders were signed

### **Executive Session – Real Estate Matter**

Wade made a motion to go into Executive Session on the issue of Real Estate at 8:50 PM, Deborah seconded, motion passed.

Wade made a motion to come out of Executive Session with an agreement on the real estate issue, work is still in progress, Deborah will get clarification on other issues, Aaron seconded, motion passed.

### **Set Agenda for next Select Board meeting on July 5, 2018**

Meeting called to order

Review/Approve Minutes of June 18, 2018 and June 21, 2018

Adjustments to Agenda

Nathan Puffer – SB to sign agreement from lawyer

Department Updates  
Highway/Brent Smith – Minard Hill Project  
Library – trustee appointments  
Health Officer/Dan Webster – demolishing of Edwards House  
Constable/Jim Downing – update on speed sign on Minard Hill  
Admin. Asst./Lise – updates  
Railroad Bed Ordinance  
Civil Ordinance for solid waste, garbage, junk, junk motor vehicles and trash  
Financials/Lisa – Purchasing Policy  
Open to Public & Other Business  
Executive Session – Real Estate Matter  
Sign Orders  
Set Agenda for next Select Board meeting on July 19, 2018  
Adjourn

**To Do List:**

PACIF Insurance  
Basketball Hoop  
Act 46  
1920 Map

Deborah made a motion at 9:20 PM to adjourn, Aaron seconded, motion passed.

Respectfully submitted,  
Debra Johnson  
SB Secretary

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Wade Johnson, Sr., Chair

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Deborah Jurist

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Aaron Smith