

Town of Groton, Vermont - Select board Minutes March 1, 2018 (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, Mark Shallberg, Mary Ellen Boyce, Barbara Johns, Lise Shallberg, Brent Smith, James Downing, Shawn Gilbert, Harry Chandler, Donald Pinette, Dan Webster, Larry Daniels, Rodney Rood, Julie Rood, Tim Ruggles, Gary Lambertson, David Spencer, Zachery Emerson, Kitty Diggins, Janet Locke, and Jim Langlois.

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

Deborah moved to approve the minutes of February 22, 2018, Wade seconded and motion passed.

Adjustments to Agenda

There were no adjustments made.

Health Officer - Dan Webster

Dan asked the Select Board if they got the letters on the library in which the septic problem has been taken care of. There answers were yes. Dan said most towns have a deputy health officer which in our case where we don't have a deputy health officer, the town constable could take over this position. This is used in the case where Dan Webster would be in a situation where he would have to recues himself. Deborah moved to appoint Jim Downing the Deputy Officer until Town Meeting, Wade seconded and motion passed. Dan Webster had a complaint on the Chester Mace property. Dan said there are 8 unregistered vehicles there. Dan spoke with Agency of Natural Resources and found out if you have more than 4 cars, it can come under the automobile grave yard clause. So if Chester Mace does not take care of these cars, the state will step in. Wade said the state has been working on this issue with Chester Mace.

Executive Session - "Confidential attorney-client communications made for the purpose of providing professional legal services to the body"

Deborah made a motion to go into executive session at 6:35 pm, Wade seconded and motion passed. Deborah moved at 6:45 pm to come out of executive session with an issue discussed and with no action to be taken, Wade seconded and motion passed.

Railroad Bed Committee

Mary said the committee was asked to come tonight to discuss what has been going on in the committee. The ordinance has been worked on for about 6 months and about 2 1/2 sections are done. Deborah said the purpose, authorities and definitions of the Railroad Bed are done and other things have been discussed. There were letters sent out to the abutters to the Railroad Bed. There is a draft of the ordinance that the committee has reviewed. It corresponds to the template that was received from VLCT.

Mary Ellen Boyce spoke up and said things need to be to the point with no gray areas. Communication of the committee is an issue. Mary Ellen had issues with the letter sent out to the abutters.

Mary said the committee has been working hard, it's been six months; we need to move this to the lawyer, make sure it meets all the requirements, then it will come back to the Select Board, and then the Select Board will look at it to see if it has covered everyone that would have interest in the RR Bed, and need to get a formal declaration with VAST. Then it will go through the public process for the town to have the final say.

Barbara Johns had concerns how much legal fees have been spent on the RR Bed issue as of this meeting. Lisa answered by saying \$750. Barbara Johns asked if a committee member has a question, what the contact process to talk to the lawyer is.

Mary said at this time that we need to dissolve the committee and take what we have done to the lawyer, and then the Select Board will look it over and then take it to the voters.

There was much discussion on many issues with the Railroad Bed.

Wade made a motion to dissolve the Railroad Bed Committee to take the draft of the RR Bed ordinance to the Gavin Reid, the town lawyer to complete, Deborah seconded and motion passed.

Highway/Brent Smith - Bids, meeting with the engineer, Branch Brook Rd

Tim Ruggles, the engineer, said the plans are done for the Minard Hill project, permit is ready, and is ready to go out to bid. Mr. Ruggles will be mailing out the bids by Monday, March 5, 2018. The Select board decided to have a special meeting on Thursday, March 22, 2018 at 6:30 pm to open bids. Mr. Ruggles will be attending the special meeting on March 22, 2018.

Deborah Jurist made a motion to move forward on the the process of selective bids. Wade seconded and motion passed. Tim Ruggles will oversee the project.

Library - lease

Mary has left a message with Trish from Rural Edge and has not heard anything on lease. Wade made a motion for Mary Grant to continue to work on the lease with the library, Deborah seconded and motion passed.

Maintenance/Mark Shallberg - job description for maintenance and cleaning

Lise gave the job descriptions for the maintenance and cleaning to the Select Board. Deborah made a motion to accept the job descriptions of maintenance and cleaning, the cleaning job will be posted by the administrative assistant, applications will go to the administrative assistant, the administrative assistant will get the applications ready to take to the Select Board and for Mark Shallberg to interview, Wade seconded and motion passed.

Administratiave Asst/Lise Shallberg - updates

Lise had questions on the Bernier property. Lise is going to send them a follow up letter. Lise discussed the letter from Park Forestry, NY, LLC with the Select Board members. Deborah made a motion that Gary Lambertson, our Agent to Convey Town Real Estate is authorized to sign the quick claim deed from the Town of Groton to Park Forestry, NY, LLC, Wade seconded and motion passed.

Financials

Lisa handed out the budgets at 17% for the Select Board to look at and bring any questions they may have to the next Select board meeting.

Lisa found out that the Town of Groton had a Record and Retention Policy signed Feb. 16, 2017 but could not find the one signed by the Select Board members so Wade and Mary signed the policy.

Lisa reported that the Employee Policy. The policy does not say you have to use vacation or comp time for long term leave. Lisa contacted VLCT and there is a person who is going to work with the Select Board in the next few weeks with our Personnel Policy. Lisa and Phillip have a plan for the next four weeks and then they will discuss the next steps after that.

Open to Public & Other Business & Actions Taken

Shawn Gilbert said there is a complaint about him crossing the class 4 road pulling wood. Jim Langlois' had a concern that the North County Road would not be passable. The road has not been destroyed yet this year. The Constable has spoken to Shawn Gilbert about the complaint and Shawn said he had about a day's worth of wood to get out and the Constable told him it was okay to do that. The Select Board told Shawn Gilbert that he can get the rest of the wood that is laid on the ground out as long as the road is hard enough to do it. The Road Commissioner will let Shawn know when the roads are shut down for big trucks.

Kitty Diggins has a certificate of no suits pending for listers from 2016-2017 for the Select Board to sign. The Select Board signed the certificate, then Linda Nunn will sign it and will be put in the Grand List for 2017.

Sign Orders

Orders were signed.

Set Agenda for next Select Board meeting on March 15, 2018

Meeting called to order

Review/Approve Minutes of March 1, 2018

Adjustments to Agenda

Select Board Organizational

Department Updates - Highway/Brent Smith - Branch Brook Rd

Administrative Asst/ Lise Shallberg - updates & mail

IT/Gary Lamberton - email system

Financials/Lisa

Open to Public & Other Business & Actions Taken

Sign Orders

Set Agenda for next Select Board meeting on April 5, 2018

Adjourn

Wade Johnson, Sr., Deborah Jurist and other town's people want to thank Mary Grant for all her work on the Select Board as this is her last Select Board meeting.

Deborah made a motion at 8:22 PM to adjourn, Wade seconded and motion passed.

Respectfully submitted,
Debra Johnson
Select Board Secretary

Mary Grant, Chair

Wade Johnson, Sr.

Deborah Jurist