

**Town of Moretown  
Office of the SELECTBOARD**

**Notice of unapproved minutes of the May 5, 2008 Selectboard meeting**

Members present: Don Wexler, John Hoogenboom, Paula Mastroberardino, Stephanie Venema, Rae Washburn III

Guests: Cherilyn Lamson, Kara Herlihy-The Valley Reporter, Carl Wimble, Amy Deutl, Wilma Maynard, Sheila Griffith, Deborah Feldman, Jane Gomez Dimotsis, Ray Munn, Clarence Wood, Rick Dyer-Fountain Forestry, Tom Allen and Cheryl Brown-clerk for the Board

Don called the meeting to order at 6:00 p.m.

**Public comment** – no one was present at this time

**Minutes:** Stephanie moved to approve the minutes of the 3/10/08, 3/17/08, 4/7/08 and 4/21/08 as written. Rae seconded. Discussion was held for old business. All were in favor.

**Town Clerk progress report:**

**Survey Plats** - Cherilyn said the books which hold surveys is full and she needs to purchase survey plat hangers, which cost around \$4,000, to preserve the surveys arriving. She said according to Amy, there is currently around \$9,000 in the record Preservation Fund that would be used to pay for the hangers. Cherilyn said the surveys are part of land record preservation.

Paula questioned if the \$9,000 figure was accurate. There will be more discussion during another meeting later this week with John and Don and town office users.

**Recording** – Cherilyn reported that she has the recording caught up thru September of 2007. Now that Donna Centonze is no longer working in the Waterbury Town Clerk's office, she offered to come in and help get the recording caught up for \$15.00 per hour.

There will be more discussion during another meeting later this week.

**Checklist** – Cherilyn said she and Donna recently entered the area of the NEMRC software containing the checklist information. They found the material in the computer that was entered after Town Meeting election and before she had access to the computer, does not mirror the information on the checklist. Cherilyn provided the Selectboard with a copy of the entrance checklist from Town Meeting and a copy of the computer report, pointing out around nine names which differ from report to report.

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Rae said it appears the difference is 24 votes between the report and the checklist.

Paula said the checklist is correct and that the information that was entered into the computer is incorrect. Paula and Stephanie will work together on the reports to find the actual discrepancies so they can be corrected in the computer.

Rae said at their next meeting the entire BCA should be advised of this issue.

**Unregistered dogs** – Cherilyn provided the Selectboard with a list of unregistered dogs. The list will be divided between board members to contact dog owners.

**Overview** – Donna and Lorraine will continue to help get the land records caught up, implement indexing of vital records and the preservation of surveys/land records.

Cherilyn said she would also like to have a meeting with the Selectboard to clarify who will be administrating the server before the new computer system is installed.

Paula said the person who administrates the server would have access to all passwords etc. David Deutl is only setting up the computers and NEMRC would help with error messages, service issues etc. and he does not need access to the NEMRC system and will not be the system administrator. Once the new computer/server has been installed, Paula will be the administrator.

### **Town Treasurer progress report:**

**Memo** – Amy provided a memo addressing how she has spent the last two months catching up on bank reconciliations and posting from January to the present taking time to familiarize herself with the filing system and determining future needs. She said she met with Sullivan, Powers to help with general journal entries that need to be done in order to balance with bank reconciliations and to determine where her financial role began in the process. Sullivan, Powers has provided a “to do” list that needs to be done before the June audit begins and since that will take a considerable amount of time, she would like to continue having her assistant work 8-12 hours per week. Lastly, Amy requested access to the Lister’s computer that is used by the Selectboard’s assistant. This will be reviewed after the new server is installed and the use of all computers has been determined.

**Tax anticipation note** – The Selectboard signed a tax anticipation note from Banknorth for \$413,775. The funds should be available by Wednesday.

**Jane Gomez Dimotsis** – Jane came in regarding her property bordering Bradley Road and the Mountain Road. She said there have been issues in this area since 1998, whereby the town moves boulders during snow plowing and then in the spring uses the space (which is out of the towns right of way) for the town road, creating a place for vehicles to park etc.

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Jane wants her land back and for the Selectboard to enforce the agreement made by the town in 1998 enforced. Jane said right now, 20' more of her land has been taken by the town since the measurements were taken in 1998. She has lost topsoil and grass and wants soil put back and the area seeded without future retribution from the town or town employees.

Paula said other roads in town have the same problem. Roads are widened which cause increased speed and therefore change the width of the road, moving the "centerline" measurements and in some causes affecting setbacks of structures that were built near town highways.

Rae took the 1998 minutes to review and will meet with Craig and get back to Jane before the next Selectboard meeting on May 19<sup>th</sup>. The Board will meet with Craig to talk about the affects of widening roads.

**Ray Munn & Clarence Wood** – came in to talk about animal control issues. Ray said Ben Abare expressed interest in being animal control officer and thought Ben would be here tonight. He said there about 50 dogs in Moretown that are still not registered.

Don said the Selectboard members have the list of unregistered dogs and will be working on the list over the next couple of weeks.

Ray said over the weekend he had around four dog related calls

Paula asked Ray to refer the called to either her Rae or Stephanie and they will handle them.

Clarence said the town should advertise that there is a leash law in the State of Vermont.

The Board thought that was a good idea. Kara will get the word out and there will be information posted on the bulletin boards throughout town.

**Rick Dyer of Fountain Forestry** – Rick came in tonight to speak with the Selectboard about damage that is being done to his client's property (Sprague Brook) from mud trucks leaving class IV roads and town trails and traveling onto private property (photo were provided). He said the vehicles are causing serious erosion issues due to runoff from breached waterbars and vehicles traveling on unstable soils. Fountain Forestry would like to construct waterbars with a 12" broad base by 4' to 5' wide to allow proper water flow on Hog Hollow road and then the town do yearly maintenance on the waterbars. Rick feels the proper placement of waterbars will help maintain the road network on his clients property and preserve town highways.

The Selectboard advised Rick of the town's policy to do limited work on class IV roads and that no maintenance work is done on town trails. Rick was also advised that Hog Hollow is not the only town road having maintenance concerns and that the road crew has a hard time working within the town budget as is maintaining class II and class III roads each year and limited hours to get their yearly road projects done.

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Rae said he put signs up on Jones Brook advising those who pass the bulletin board to get to the town trails, that the Selectboard would like to keep the town trails open to all users but it is becoming increasingly difficult due to abuses of some motor vehicles destroying road beds and traveling onto private property. Rae's notice also asks for help identifying the violators.

Don asked Rick for clarification; Fountain Forestry would install the waterbars if the town will maintain them? Rick answered that is correct.

Rick was given a Road Maintenance Permit application where he will identify his proposal for road work so the Board and Road Commissioner can review the work plan prior to giving him an answer.

**Library Trustee's** – Commissioner Tom Allen came on tonight to clarify a Librarian's responsibilities per State Law. Tom provided information gathered by surveying 12 other towns regarding the hourly rate for Librarian pay. He said based on the survey information and State Statutes which indicate the Library Trustee's approve the Librarian's pay as well as the budget. The Trustee's approved Polly Bentley be paid \$12.50 per hour effective April 1, 2008. According to Statutes, the town can regulate the budget but not manage how the budget is spent. He said the Trustees will manage the funds Library funds as they see fit while staying within the town budget amount. Tom left an invoice from Polly that includes retroactive pay from 4/1/08.

A new service – People with library cards can download audio books free of charge.

### **OLD BUSINESS:**

**Fire truck purchase** – No word yet from Eric re: the location of a chassis or from Larry Dingie re: the increase in plastic if the town waits to purchase the truck later this fall. Stephanie said Eric wants to go forward with the purchase of the fire truck now and not wait for a decision on the \$175,000 grant application. She called FEMA about purchasing guidelines. FEMA said the truck could only be purchased before the grant was awarded if there was an emergency ie: the current truck was wrecked and unusable, getting a better price was not considered an emergency. There is no guarantee the town will be awarded the grant.

Don will call Eric about following up with Larry Dingie about the increase in price and about finding a chassis and ask Eric to come to the next meeting.

**Personnel Policy adoption** – the final draft was reviewed and will be amended again. Stephanie will incorporate the changes and pass the final draft along to Jim Barlow/VLCT's attorney for his review.

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**Mowing town/school property** – Meriden has offered to do the mowing until 5/19/08 when interested parties come to talk with the Selectboard.

**Selectboard work plan -**

**Capital budget** – Stephanie reported the committee had their first meeting.

**Audit** – Paula reported that Sullivan, Powers will begin the audit in mid June. The Selectboard will work together with Sullivan, Powers on the recommendations.

**Town Hall repairs** – Don said the committee meet again on 5/12/08 to discuss the phase I items, what to put out to bid and to work toward grant funding to help pay for phase I.

**Town garage** – Rae said the DRB has issued a permit with the conditions for a new town garage. The town is proceeding with a title search and hopefully ready for the closing this week. Rae said he spoke with Amy about applying for the Bond Bank loan. The under ground 2-compartment tank will be removed and an above ground skid tank will be placed for highway use. The town garage committee meets every Monday at 5:00 p.m. at the town office.

**Ancient Roads** – Ellie Hilferty and Tom Allen are volunteering their time to do research on ancient roads in Moretown. The information Ellie and Tom gather is given to Paul Gillies so he can organize permanent records of the roads. Once platted, Clarence Wood will go directly into the field and identify the roads.

**Energy Committee** – Don reported the committee will assess all town buildings for energy efficiency. The committee meets again on 5/29.

**Town Manager/Administrator/change fiscal year end** – John H. leads this item. The Board will begin discussions during 2009 budgeting work and after Sullivan, Powers finishes their audit the board will discuss the possibility of changing the town's fiscal year end.

**Sidewalks** – Don said he is trying to start a committee to begin work on new sidewalks in the village.

Paula will call Steve Gladczuk and ask for a copy of the old sidewalk plan which includes measurements etc.

**Delinquent taxes** – Ask Craig Eilers for a written update regarding tax collection and tax sales.

**Town Hall stove exhaust fan** – Cheryl will call Doug McIntosh to see if he has a quote to repair the fan.

**Town documents** – John will call Susan Goodyear and inquire whether or not she has any town documents at her home.

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**Public comment:**

**Carl Wimble** – came in to ask the Selectboard if they have further considered adopting a conflict of interest policy. He said there is concern about the large expenditure of monies being spent on the River’s quarry. He said \$25,000 was placed in the budget for legal expenses and more than that amount has already been expended on the quarry in the first quarter and with no disclosure to the public. Carl believes the Selectboard is placing the Town in jeopardy by not having a conflict of interest policy in place and being followed.

Paula said adopting a conflict of interest policy is on the list of recommendations from Sullivan, Powers and the Board is working on that list.

Carl provided a model policy.

**Ray Munn** – said he has been getting calls about parties in town. Ray would like to be on the 5/19 agenda for one-half hour so he and Peter Lackowski can come in to talk about implementation of an “eyes and ears” program in town.

**NEW BUSINESS:**

**Truck bids** – the 1994 town dump truck was put out for bid with a minimum bid requirement of \$5,000. No bids were received. The truck will put out for bid again with no minimum bid requirement and the right to refuse any or all bids if the Board feels bids received are too small.

**More old business:**

**Town garage and land purchase** – Rae moved to enter into executive session at 9:15 p.m. for the purpose of discussing securing of real estate purchase options. John seconded. All were in favor.

Rae moved to come out of executive session at 9:20 p.m. John seconded. All were in favor.

**Recreation Committee** – is alive and well and working with the Playground Committee toward a new playground and backing for the basketball court.

Discussion about how the MLI money from the conservation easement will be spent. Could it be used toward a new playground? He said the Committee will come in with a presentation for use of the money.

Paula said John Schmeltzer may have plans to present the Selectboard also.

**Byway Committee** – the next byway committee meeting is scheduled for May, 8<sup>th</sup> at 7:00 p.m. The Committee will get started on how to use the \$40,000 grant.

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**Reports & Communication, mail**

CVRPC is still looking for a representative from Moretown. The Board will ask around to see if anyone is interested.

Stephanie moved to adjourn at 10:00 p.m. Paula seconded. All were in favor.