

Monkton Selectboard Meeting Minutes

April 9, 2012 (Approved 4/23/12)

Monkton Town Hall

1. Call to Order: Chair J. Phillips called the meeting to order at 7:00 PM.
2. Select Board (SB) Members Present: Anne Layn, John McNerney, Peter Norris, Sr., John Phillips, Stephen Pilcher

Others Present: Bill Joos

3. Announcements: None

4. Regular Business:

- a. **Approve Minutes** of Previous Meeting: **S. Pilcher moved to approve the 3/26/12 meeting minutes as written; motion seconded by J. McNerney. Voted and approved.**

- b. The SB reviewed and approved the following **check warrants**: A/P# 20409, 4/9/12, \$20,149.18 and P/R# 20409, 4/9/12, \$8,944.40.

- c. The SB reviewed and approved the following **Overweight Permits**:

- Champlain Construction Company / Bear Dog Enterprises
- Doug Cole DBA Cole Trucking
- James Payne
- Birdseye Building Co., Inc.
- John Barrows DBA Barrows Excavating
- Roy French DBA French & Son, Inc.
- Lewis Excavating, LLC
- Thomas Steadman DBA T & C Trucking
- Bradford's Trucking, Inc.

5. Old Business:

- a. **Roadside Sign Policy**: J. Phillips circulated draft language for consideration by the SB, and expressed interest in creating a formal policy. J. Phillips mentioned his conversation with Road Commissioner Wayne Preston, who advised that that many road signs have been destroyed intentionally (i.e., not due to traffic accidents). The SB discussed replacing road signs, and J. Phillips confirmed the need to follow established rules/protocol, to ensure Federal funding going forward. J. McNerney asked if signage standards apply to residential areas. P. Norris suggested that a Vermont DOT engineer be asked to visit Monkton to confirm proper sign specifications. S. Pilcher commented on the need for the sign policy to include a schedule for sign replacement over time. P. Norris offered to visit with W. Preston to discuss further.

- b. **Appointments**: Will be postponed until the end of tonight's meeting.

- c. Culvert Update: J. Phillips reported that the Highway Department has advised that 3-5 culverts will require replacement on the Monkton – Vergennes Road, which is a new scenario for the SB to consider. W. Preston suggested that the best course of action will be to close the road, and replace the multiple culverts at the same time (will be much easier/less expensive for the contractor to complete the job). W. Preston also advised that the culvert replacement can be completed within this year's budget. J. Phillips confirmed that road resurfacing is included in the bids. J. McNerney asked how the budget might be impacted if all culverts are replaced at once. A. Layn and P. Norris stated that a comprehensive culvert replacement seems sensible. J. Phillips will review project details with W. Preston. A. Layn asked about a likely detour(s), if the road is closed for 5-6 days. J. Phillips explained where signs will be posted in the area, which is the responsibility of the contractor.
- d. Astle Property Update: A conference call involving the town attorney (Roger Kohn) and Mr. Astle's attorney occurred. The parties are looking for anyone willing to clean-up the property, which is uninhabitable. The SB discussed its options, including paying to have the junk removed (estimated at \$2,000), then placing a lien on the property. P. Norris asked if a daily fine might be preferable to a lien, which would only matter if the property was sold. For continuing discussion.
- e. Lister Activity: P. Norris referred to the Report of the Listers (see page 50 of the 2011 Monkton Annual Report) and expressed concern/confusion about the content of the report. The SB will invite the listers to a forthcoming SB meeting to explain their report and answer questions. J. Phillips mentioned that the listers can attend a SB meeting in May (perhaps on 5/14 – to be confirmed). P. Norris commented on Monkton land now being held in current use, and the potential ramifications to taxation. S. Pilcher commented on the need for hard data to support one's position. S. Pilcher reiterated that listers can appear before the SB, to clarify their position.
- f. Vaughn Trailer Park: S. Pilcher provided a status update, and confirmed that pictures have been taken at the trailer park. While the trailer long in question has been removed, significant trash remains. It was asked if the remaining trash constitutes illegal dumping. After a brief discussion, S. Pilcher advised, with the full support of the SB, that he will seek assistance from the Monkton Zoning Administrator, the Town's Health Officer, and the Addison County Solid Waste District. For continuing discussion.
- g. Appointments by Select Board: The SB reviewed further the list of open positions, as a follow-up to those appointments made at its March 26, 2012 meeting.

The Board voted and approved the following positions:

 - 1) **Recycling Coordinator: Amy Moody** (J. Phillips nominated; 2nd by S. Pilcher).
 - 2) **Conservation Commission: Chris Slesar** (S. Pilcher nominated; 2nd by A. Layn).
 - 3) **Recreation Committee: Peter Aube and Stephanie Murray** (S. Pilcher nominated; 2nd by A. Layn).

4) **911 Coordinator: Diane Bennett** (J. Phillips nominated; 2nd by J. McNerney).

5) **Delegates to Addison County Regional Planning Commission: Charlie Huizenga and Wendy Sue Harper** (J. McNerney nominated; 2nd by P. Norris)

6. New Business:

- a. Town Garage/Town Hall Maintenance: P. Norris confirmed via Efficiency Vermont that no grants are available for steel buildings (involving the energy audit to be performed at the Town Garage). J. Phillips asked if an estimate for ceiling insulation could be provided. P. Norris agreed to pursue. J. Phillips mentioned the need for an outdoor light at the entrance to Town Hall. J. Phillips confirmed that Master Electrician Rick Gomez has a suitable light available. R. Gomez indicated some rebate money might be available. Installed price will not exceed \$350, minus any rebate for the light (possibly \$50-\$80). S. Pilcher spoke in favor of the light installation. S. Pilcher requested a formal quote from R. Gomez, and confirmation of the bulb warranty.
- b. 2012 Annual Meeting Minutes – J. Phillips circulated a draft of the annual meeting minutes. J. Phillips requested that the SB provide any comments/edits by 4/16/12.
- c. Notice of Violation – Septic System Overflowing (1226 Hardscrabble Rd) The SB received a copy of the Notice of Violation sent to the property owners.
- d. Equipment Fund: (\$120,000): The SB considered how much money to draw from the Equipment Fund. J. Phillips suggested removing \$60,000 - 80,000, after consultation with Town Treasurer Charles J. Roumas. The SB reviewed the 2012 Long Term Debt schedule (see page 44 of the 2011 Monkton Annual Report). The SB discussed financing options, various approaches and hypothetical dollar amounts. The SB agreed to confer with C. Roumas.
- e. Audit – 2nd Year: J. Phillips advised that the town's auditor, Pace and Hawley, plans to commence work on this year's audit within the next 30-45 days, as per C. Roumas.
- f. VT Gas: J. Phillips has scheduled VT Gas representative(s) to meet with the SB at its 5/14 meeting. The SB discussed who should be notified/invited to attend the meeting (the Energy Committee, for example). It was mentioned that gas distribution from the line to Monkton residents is highly unlikely.
- g. Appointments: J. Phillips advised that the SB is also the Health Committee for the town, per regulations shared at the recent Vermont League of Cities & Towns (VLCT) conference he attended. The VLCT also recommends that a 2nd person (deputy health officer) attend site visits. J. Phillips did not share any specific recommendation(s), but commented that the deputy position would be a good idea for future consideration. A. Layn suggested contacting the Town Service Officer (Bailee Gordon). J. Phillips will check on regulations, to see if a Selectboard member can fulfill the role of a deputy health officer. Also, J. Phillips advised that the VLCT suggests that the Development Review Board create its own policy regarding appointment of alternate member. S. Pilcher expressed a desire that DRB members attend the SB's next meeting on 4/23/12 to discuss the issue in greater detail.

7. Other Business:

- a. J. McNerney provided a brief update, including estimated financials, on 3 projects under consideration by the Agricultural & Natural Areas Conservation Committee (ANAC). These projects included Muzzy's Farm, Orb Weaver Farm, and Russell Farm.

8. Adjournment:

Motion made by A. Layn to adjourn at 8:59 PM; seconded by S. Pilcher. Voted and approved.

Minutes submitted by Bill Joos

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