

Select Board Members

- Peter Hood, Chair
- Mary Just Skinner,
Vice Chair
- Mary Alexander
- William Callnan
- Steve Martin

MIDDLESEX SELECT BOARD
Tuesday, December 31, 2013

9:00 am.

Middlesex Town Clerk's Office
5 Church Street
Middlesex, Vermont 05602
(802) 223-5915

Present: Chair Peter Hood, Vice-Chair Mary Just Skinner, Members Steve Martin, Bill Callnan and Mary Alexander, Treasurer Cindy Carlson, Budget Committee Members Shaun Fielder and George Longenecker, Road Crew Foreman Paul Cerminara and Select Board Assistant Sarah Merriman.

Call To Order

1. Peter called the meeting to order at 9 a.m.

Requiring Town of Middlesex CDL Operators to Undergo DOT Physical Exams

2. Although municipal CDL operators are not required by the Department of Transportation to carry medical cards, Paul suggested mandating biennial physical exams and DOT medical cards for the Middlesex Road Crew. The issue arose after a member of the Road Crew recently suffered an "attack" that sent him to the hospital. A doctor declared him fit to operate a commercial vehicle and no serious issues were discovered. However, the incident prompted Paul to think about taking extra steps to insure that his crew's drivers were fit to operate heavy machinery and trucks. The cost of the exam would be approximately \$90.50 per driver every two years. Steve, who is also the Road Commissioner and holds a CDL, undergoes such physical exams and he agreed that it was a good idea.
3. Peter said his only concern was establishing a policy that would ban drivers from operating town vehicles if they failed the exam. That might be easy for new hires, but what about guys who've been working for the town for 15 years? Was the Select Board prepared to forbid them from doing their jobs?
4. Bill noted it was a matter of safety and that if a driver couldn't pass the exam, he shouldn't be driving the vehicle.
5. The Board decided that Paul should research how other towns deal with this issue and perhaps draft an outline for a new policy before making a decision.

Adopting Vermont's Town Roads and Bridge Standards

6. Paul said the 2013 Town Roads and Bridge Standards was essentially the same policy that the Board approved in 2011. Middlesex could not receive any state grant funding unless it adopted the policy.
7. **Motion: Bill moved and Mary Alexander seconded approval of the 2013 Town Roads and Bridge Standards. The motion passed and the agreement was signed by all Board members.**

Purchasing a Town Pickup Truck for the Road Crew

8. Paul said it might be more economical for the Town to purchase a new truck since dealers provide municipalities with a discount of \$12,000. The trucks he looked at would cost

approximately \$26,000 after discount and before adding a plow which would add an additional \$5,000.

9. Steve said he suggested Paul perform an assessment to document how much the Town would save in overtime and other expenses by having a pickup truck that did light plowing. Bill agreed.
10. Peter said that if the Town went ahead with purchasing a pickup truck, that it should be new, with a warranty, built to spec and ideally added to the fleet in the upcoming fiscal year, sometime after July 1, 2014.
11. Paul agreed to appear at the next Board meeting with a cost/benefit analysis.

FY 2015 Budget Workshops

A 3.5% pay raise to Town employees other than the Road Crew

12. Peter reminded the Board that the idea for the 3.5% raise came about because the Road Crew was slated to receive a boost of 2% in pay plus \$.25/hour which averaged out to approximately 3.5%.
13. Cindy said the most underpaid Town employees were the Listers who earned \$12.70/hour. She suggested raising their pay and also, immediately, raising bookkeeper Patti Lewis's pay by a dollar to \$21/ hour.
14. Bill noted that the Town wasn't randomly handing out pay raises but elevating underpaid employees to an appropriate pay level commensurate to compensation paid by other towns. He also said that the Town could afford to do this and still level fund the budget because of staff restructuring.

Other Budget Issues

15. The Board agreed to allocate \$11,000 for discretionary spending and to add \$20,000 to the paving fund.
16. **Motion: Bill moved and Steve seconded a FY 2015 budget of \$1,070, 567. The motion passed.**

Other Business

17. **Motion: Mary Just Skinner moved and Steve seconded approval of the December 10, 2013, Select Board Minutes. The motion passed.**
18. **Motion: Mary Just Skinner moved and Bill seconded a request by the Listers to reduce the assessment on Penny Downen's house on French Road from \$123,900 to \$121,300 due to "errors and omissions." The motion passed.**
19. **Motion: Bill moved and Steve seconded approval of a two-year emergency services contract with the City of Montpelier. The motion passed.**
20. Peter asked if Bill Yacavoni, who conducted the most recent audit, could appear at the next Board meeting with Auditor Helen Weed to discuss his findings.
21. All Orders were signed.

Adjournment

Peter declared the meeting adjourned at 10:53 a.m.

Respectfully submitted,
Sarah Merriman, Select Board Assistant