

**Select Board Members**

Peter Hood, Chair  
 Mary Just Skinner,  
Vice Chair  
 William Callnan  
 Steve Martin  
 Liz Scharf

**MINUTES**

**MIDDLESEX SELECT BOARD**

**Tuesday, May 24, 2016**

**5:00 PM**

**Middlesex Town Clerk's Office**

**5 Church Street**

**Middlesex, Vermont 05602**

**(802) 223-5915**

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**MINUTES**

**PRESENT:** Select Board Chair Peter Hood, Members Bill Callnan, Steve Martin, and Liz Scharf, ZBA member John Demeter, and Sarah Merriman, Select Board Assistant.

**Call to Order**

Peter called the meeting to order at 5:03. The agenda was amended to include discussion of the tennis courts, a driveway permit and financials.

**Updating Class 4 Roads and Trails Policy**

The Board reviewed an updated Town Class 4 Roads and Trails Policy that hadn't been revised in 13 years. The Board agreed that abutting landowners to Class 4 roads may maintain the non-traveled portion of the road without Town permission though the same landowners would have to seek written permission from the Town Road Commissioner in order to improve the traveled portion of the road. The Board decided to vote on the further revised policy at its next meeting.

**Drug & Alcohol Policy for CDL Drivers**

Satisfied that a letter from PACIF confirmed the necessity for a Drug & Alcohol Policy for the Town's commercial-licensed drivers, the Board again reviewed a policy based on PACIF's model. The Board agreed that no second test would be required if the first specimen tested negative, that an employee's health insurance should pay for treatment and that the employee should pay for half of a "split test," only if the employee requests it.

**MOTION: Steve moved to accept the Drug & Alcohol Policy as modified; Liz seconded. Bill abstained because he wasn't present for previous discussions of the policy. The motion passed by a unanimous vote.**

**Waiving the 8% Penalty in 2016 for Late or Non-Homestead Filers**

The Board considered a previous recommendation by Town Treasurer and Delinquent Tax Collector Cindy Carlson that the Board should waive a potential 8% penalty Select Boards may impose by state law on homestead residents who fail to file or who file late their HS-122 (Homestead Declaration forms), even though the Town's non-residential rate is lower.

**MOTION: Bill moved and Steve seconded waiving any penalties on Middlesex residents who failed to file their HS-122 forms by April 15, 2016. The motion passed by a unanimous vote.**

**Reappointing Everett Coffey to the CVSPAB**

**MOTION: Bill moved and Steve seconded appointing Everett Coffey to another one-year term to the Central Vermont State Police Advisory Board. The motion passed by a unanimous vote.** The Board noted that Kim Bolduc had been approved for a three-year term last year so she did not need to be reappointed.

**Appointing Phil Hyjek and Daniel Crisp to the ZBA**

The Board considered requests from Phil Hyjek and Daniel Crisp to fill spots vacated by Linda Jackson and Charlie Merriman on the Zoning Board of Adjustment.

**MOTION: Bill moved and Steve seconded appointing Phil Hyjek and Daniel Crisp to the ZBA. The motion passed by a unanimous vote.**

**OTHER BUSINESS**

**MOTION: Steve moved and Bill seconded approving the Highway Department's Annual Financial Plan for FY17. The motion passed by a unanimous vote.**

**MOTION: Liz moved and Steve seconded approving the minutes from the 4/26/2016 and 5/10/2016 Select Board meetings.**

The Board reviewed correspondence from Terese Urban re: the Board's decision not to pay half for a defibrillator at the school

The Board reviewed an email from Paul Dayton asking that the cracks in the tennis courts be repaired and the rec building be used. This prompted a discussion about hiring a recreation director to manage the town fields/tennis courts and rec building for four hours a week, especially during the summer. The Board acknowledged that the Recreation Committee was defunct. Therefore, the Board should advertise for a director and let him or her assume those responsibilities.

All Orders were signed.

Peter adjourned the meeting at 6:20 p.m.

Respectfully submitted,

Sarah Merriman, Select Board Assistant