

Select Board Members
 Peter Hood, Chair
 Mary Just Skinner,
Vice Chair
 Phil Hyjek
 Steve Martin
 Liz Scharf

MIDDLESEX SELECT BOARD
Tuesday, April 11, 2017
5:00 PM
Middlesex Town Clerk's Office
5 Church Street
Middlesex, Vermont 05602
(802) 223-5915

MINUTES

Present: Chair, Peter Hood, Vice-Chair Mary Just Skinner, members Steve Martin, Liz Scharf and Phil Hyjek. Road Foreman Paul Cerminara, Middlesex's Representative to the Wrightsville Beach Recreation District Board Jane Dudley, Middlesex Conservation Commission Chair Lee Rosberg, and Select Board Assistant, Sarah Merriman.

Call to Order/Welcoming of Guests/Amendments

Peter called the meeting to order at 5:01 pm and welcomed Paul. The agenda was amended to include Jane's request to speak to the Board about Shady Rill Park.

Updating the Town Personnel Policy

Paul said that the Vermont League of Cities and Towns, which provides worker's comp and other insurance to the Town through its PACIF division, conducted an annual site review of the Town's Highway Department and recommended that the Town's personnel policy be revised to include dress codes for Highway employees as well as safety requirements. Peter asked if VLCT recommended any changes to the current personnel policy which was passed in 2015. Paul said, no, these were additions that did not result in increased costs to the Town.

MOTION: Liz moved and Steve seconded approving a revised Town Personnel Policy that confirms with VLCT standards. The motion passed and the Board signed the updated policy.

Approval of Annual Financial Plan for Town Highways in FY18.

MOTION: Phil moved and Steve seconded the Annual Financial Plan for the Town Highways from 7/1/2017 to 6/30/2018. The motion passed.

Update on Downgrading Certain Town Roads

Paul said he was still researching the cost advantages, if any, of downgrading Bolio, Warren, Merritt, and Colby roads, as well as the end of Chase Road, from Class 3 to Class 4, legal trails or throwing them up completely in light of the state's new road permitting requirements. Peter said if it's going to cost the Town \$3,000 more per year to keep the roads Class IV vs. trail, then he was inclined to reduce them to trails. Mary asked for a comparison on what the Town currently spends on those roads and projected costs in the future.

Meanwhile, the Board also reviewed a letter from Paul regarding his side business, Cerminara Landscaping, and how he is complying with the personnel policy's guidelines. Peter said he is confident Paul's landscaping business does not conflict with his town work, but that it's always better for transparency sake to publicly communicate intent and practice.

Approval of the Town's 2017 Local Emergency Operations Plan

The Board reviewed the updated 2017 Local Emergency Operations plan which had been reviewed by newly appointed Emergency Management Coordinator Paul Otenti. Board members suggested adding additional names to the list of those who might need special assistance in an emergency.

MOTION: Liz moved to approve the 2017 LEOP as amended, Phil seconded. The motion passed and Peter signed the plan.

OTHER BUSINESS

MOTION: Mary moved and Liz seconded approving the March 28, 2017 Select Board meeting minutes. The motion passed.

The Board passed over the revised agreement with Conduent to digitize land records because Conduent failed to send the new agreements. Meanwhile, the Board discussed what advantage, if any, there was to digitizing the 1976 to 2011 card catalog if, by state statute, the card catalog would still have to be stored in the vault.

All orders were signed.

The Board reviewed a timeline submitted by appraiser Rich Lewis about his plans to finalize the town-wide reappraisal. Members expressed concerns that the last date for grievances was so close to setting the 2017 tax rate.

Wrightsville to Maintain Shady Rill Park for One Year

Jane told the Board that the Wrightsville Board of Directors recently met and decided to offer the Town the following provided it could expend the \$5,000 earmarked for the park's maintenance: Wrightsville's General Manager Colin O'Neal and the Board are willing to take over maintenance of Shady Rill Park from May 26, 2017 to September 4, 2017 by opening the park at 8:30 a.m. each day and closing it at dusk; Wrightsville will maintain the bathrooms, picnic shelters and handle mowing as well as minor erosion problems such as potholes. Minor issues will be addressed to the best of the staff's ability and Wrightsville will also handle "reasonable" trash pickup. Wrightsville does have its own lawn mower.

In the meantime, Jane said the Wrightsville Board plans to research the original agreement between the Army Corps of Engineers and the State of Vermont regarding the state's compensation for maintenance of the Shady Rill Park which is part of the Wrightsville's flood protection program.

Peter said all of this was really good news, though he noted that the \$5,000 approved by the voters at Town Meeting as part of the 2017 budget would not be available until after July 1. Jane said they could work that out. Peter and Jane discussed a park inspection with Colin to get a baseline condition.

Lee said that the MCC also discussed the Shady Rill Park at its April 6th meeting. He said riparian guidelines will require moving the picnic shelter further away from Patterson Creek. To enhance the spillway effect, an earth berm will have to be reduced. Fortunately, the Winooski Conservation District has offered to assist through a grant that is likely to be approved. The main goal of the riparian guidelines is to slow water entering into the reservoir; erosion is less of an issue.

Peter noted the Board's concern throughout this discussion of riparian measures has always been long-term responsibility. The grant might cover immediate costs, but what about the future? Phil noted that the area is still owned by the state. Steve said the state needs to produce documents transferring ownership or detailing that process. Even so, if the MCC moves forward with making these improvements, it will require excavation that ideally will be done this fall, after the park has closed. Peter suggested that Wrightsville move ahead with its plans to maintain the park this summer. Mary said that piece was fine, the larger question is what are the Town's responsibilities vis a vis the riparian guidelines if the Town doesn't even own the land when they start.

Peter adjourned the meeting at 6:40 PM.

Respectfully submitted, Sarah Merriman, Town Clerk/Select Board Assistant

DRAFT