

Select Board Members
<input checked="" type="checkbox"/> Peter Hood, Chair
<input type="checkbox"/> Mary Just Skinner, Vice Chair
<input checked="" type="checkbox"/> Phil Hyjek
<input checked="" type="checkbox"/> Steve Martin
<input type="checkbox"/> Liz Scharf

MIDDLESEX SELECT BOARD
Tuesday, March 13, 2018
5:00 PM
Middlesex Town Clerk's Office
5 Church Street
Middlesex, Vermont 05602
(802) 223-5915

MINUTES

PRESENT: Peter Hood, Steve Martin Liz Scharf, Phil Hyjek and Mary Just Skinner by speakerphone. Treasurer Dorinda Crowell, Zoning Administrator Mitch Osiecki, and Select Board Assistant Sarah Merriman.

Call to Order, Amendments, Guests

Peter called the meeting to order at 5:01 PM. The agenda was amended to omit the Cemetery Commission item since members cancelled due to bad weather.

ORGANIZATIONAL MEETING

Granting the Select Board Assistant authority to sign Excess Truck Weight Permits.

This item was acted on while the Board waited for Liz who'd been delayed due to the snowstorm. **MOTION:** Steve moved and Phil seconded granting the Select Board Assistant authority to sign Excess Weight Permits. The motion passed.

Appointing a Middlesex Representative to the Central Vermont Internet Board

MOTION: Mary moved and Steve seconded appointing Phil Hyjek to serve as the Middlesex representative to the Central Vermont Internet Board. Phil abstained. The motion passed. Liz arrived.

Select Board Chair

MOTION: Mary moved that Peter be named Chair with voting privileges. Steve seconded. Peter abstained. The motion passed.

Select Board Vice-Chair

MOTION: Liz nominated Mary as Vice Chair. Steve seconded. The motion passed.

Setting Time/Place/Days of Select Board Meetings

MOTION: Steve moved that regularly scheduled Select Board meetings be held the 2nd and 4th Tuesday of the month at 5:00 PM in the Town Clerk's Office. Liz seconded. The motion passed.

The Newspaper of Record for Postings

MOTION: Mary moved the Times-Argus as the paper of record. Phil seconded. The motion passed.

Road Commissioner

MOTION: Phil moved and Liz seconded Steve Martin to continue as Road Commissioner. Steve abstained. Steve accepted the nomination. The motion passed.

Reappointments to the Following Town Positions

MOTION: Mary moved and Liz seconded reappointing the following.

- a) Zoning Board of Adjustment – Charlene Bohl, Daniel Crisp, John Demeter, Roger Hirt and Phil Hyjek.
- b) Animal Control Officer – Erika Holm
- c) Emergency Management Coordinator – Paul Otenti
- d) Fire Warden – Jason Merrill
- e) Conservation Commission Member – Lee Rosberg
- f) Wrightsville Beach Management Representative for Middlesex – Jane Dudley
- g) Recreation Director – Mitch Osiecki

The motion passed.

Appointing Dick Alderman to the Planning Commission

In light of the fact that there were not enough write-ins for the vacant Planning Commission seat, former PC member Dick Alderman requested in an email that the Select Board appoint him to the space. Liz nominated Dick; Mary seconded. The Board discussed the vacancy, that not much time had passed since Town Meeting, and decided that the Town should follow its usual procedure of posting a notice of the vacancy and inviting members of the community to send letters of interest. Liz withdrew her motion; Mary withdrew her second. Phil moved and Steve seconded passing over this item for now. The motion was approved and the item was passed over.

Recommending Erika Holm to the VT Dept. of Health as Deputy Health Officer

MOTION: Steve moved and Phil seconded reappointing Erika Holm as the Town's Deputy Health Officer. The motion passed and Peter signed the recommendation form.

REGULAR SELECT BOARD MEETING

Revising the Town's Zoning Fees

The Board reviewed the Town's zoning fees which hadn't been revised since 2007 and compared them to abutting towns. In response to Mary's inquiry from the previous meeting. Mitch said the Town generates about \$5,000 in zoning fees annually. However, Dorinda said the Town budgeted \$6,916 in straight wages per year and another \$580 in payroll tax for the Zoning Administrator. Peter reiterated that the intent of zoning fees was to cover costs, not to make money. The Board discussed several approaches to administering fees, including whether to charge based on a project's square footage versus a flat fee. The Board agreed it preferred a flat fee since there wasn't much more work involved in a larger building vs. a smaller building.

MOTION: Steve moved and Liz seconded the following fee schedule: Single-family dwelling, garage and other construction more than \$25,000 = \$200 fee. Alteration, addition or accessory structure below \$25,000 = \$75 fee. Commercial project of any size or cost = \$325 fee. Application for home industry/home occupation = \$125 fee. Change of use = \$75 fee. All subdivisions, major and minor = \$150/lot (note, this fee applies to the "remainder" of the current lot as well). Boundary line adjustment = \$75, Appeal to the Board of Adjustment or Planning Commission = \$100 per project.

The motion passed.

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OTHER BUSINESS

MOTION: Mary moved and Steve seconded approving the February 27, 2018 Select Board Minutes. The motion passed. The minutes were signed.

The Board discussed John Belding’s driveway permit application for 274 East Bear Swamp Road. Mary suggested the Board make it a condition of approval that John install a culvert further down his driveway since the Road Foreman noted he would recommend one, though, since it was out of the Town’s right of way, not in the Town’s power to enforce.

MOTION: Liz moved and Phil seconded. Mary voted against. The motion passed. Peter signed the permit.

Select Board Goals for 2018

The Board reviewed its goals from last year and discussed incorporating those and agreed to the following list:

- In consultation with the Emergency Management Coordinator, establishing a shelter at Rumney School.
- Downgrading from Class 3 to Class 4 all roads in Town that serve no more than one house: Merritt, Warren, Bolio, Knapp and the end of Chase Roads. Colby Road was omitted for now due to questions about its current legal status.
- Upgrading the five-year capital plan to include expanding the Town vault, renovating Town Hall – especially the windows - and the Town Garage.
- Passing the new Town Plan at the 2019 Town Meeting
- Working with the Middlesex Volunteer Fire Department to establish emergency management headquarters at the Welch Park fire station.
- Consider presenting to the Town voters in 2019 a sliding scale of delinquent tax fees that takes into account how long taxes have been delinquent.

Peter suggested the Board review these goals every few months. The other Board members concurred.

There were no Orders to sign.

Peter adjourned the meeting at 6:27 PM.

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

ABOVE MINUTES APPROVED MARCH 27, 2018

PETER O. HOOD, CHAIR

MARY JUST SKINNER, VICE CHAIR

STEVEN MARTIN

ELIZABETH SCHARF

PHILIP HYJEK

