

**Select Board Members**

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

**MIDDLESEX SELECT BOARD**  
**Tuesday, April 22, 2014**  
**5:00 p.m.**  
**Middlesex Town Clerk's Office**  
**5 Church Street**  
**Middlesex, Vermont 05602**  
**(802) 223-5915**

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Present: Chair Peter Hood and Select Board Members Steve Martin and Bill Callnan, Road Foreman Paul Cerminara and Select Board Assistant, Sarah Merriman.

**Call to Order**

1. Peter called the meeting to order at 5:00 p.m.

**Abandoned Van at Middlesex Park and Ride**

2. Peter noted that a minivan with two flat tires and the license plate FBH 488 seems to have been abandoned at the Middlesex Park and Ride. Several calls to the Vermont State Police and to the AOT requesting the van be removed have had no effect. Peter asked Sarah to write a letter on behalf of the Board asking the state to tow the van. Bill and Steve agreed.

**Revised Driveway/Access Permit**

3. Paul submitted a revised Driveway/Access Permit that would more clearly illustrate how driveways should be constructed. He said some owners have been confused by the current requirements and, as a result, have built driveways incorrectly. This permit would be accompanied by a Vermont Agency of Transportation diagram of Standards for Residential and Commercial Drives (B-71) that would leave no doubt about sight distances, slopes, and access.
4. Peter said while the B-71 diagram provided needed instruction and standards, it did not account for the hills and curves inherent in Middlesex's topography. There should be some way to account for this in the revised permit. Bill said the Road Foreman should have the authority to waive some of the B-71 requirements if there is no alternative.
5. **MOTION: Bill moved and Steve seconded a motion to approve a revised Town Application for Driveway/Access Permit that would cost \$35 and include the following provision: *Permit site plan should meet all necessary factors set in place by VTrans Standard B-71, unless conditions at the site do not permit compliance, as determined by the Middlesex Road Foreman/Road Commissioner. The motion passed.***

**Potential Purchase of a Highway Department Pickup Truck**

6. Paul asked if the Select Board was still willing to buy a pickup to handle light plowing, winter road inspection and various errands for the Town Highway Department. Peter said Paul should look for a ¾ ton truck that would last at least six years, would have a plow and might be purchased used. It would be financed with a one-year note so there would be no impact on the FY15 budget, with delivery on July 1, 2014. Bill noted that due to municipal discounts many truck dealers provide, it could be cheaper to buy new. The Board asked Paul to return with various estimates.

**Excavating and Insulating the Town Hall Effluent Pipe**

7. Peter also asked Paul to schedule time this summer to dig up part of the parking lot behind Town Hall to find the pipe that extends from the septic system to the dry well near the old fire station. Once uncovered, the road crew should insulate the pipe. Steve said one foot of depth is gained with every inch of insulation, which is important to prevent freezing that happened this winter.

**Three Mile Bridge Road Flooding Notification**

8. Three Mile Bridge resident Mary Sklon did not appear before the Select Board to discuss high water notification as tentatively scheduled on the agenda. The Board reiterated that residents of Three Mile Bridge Road and other low-lying areas needed to sign up to VT-Alert for emergency alerts about potential flooding; the town could not accept that responsibility.

**Revised Town Hall Rental Policy**

9. Peter said that the Town Hall Rental Policy has become prohibitive for individual residents who want to rent the Town Hall for birthday parties, meetings and the like. According to the current policy, residents would be forced to take out a Special Events Policy on their homeowners' insurance which could cost approximately \$250 or more. He suggested rewriting the policy to allow ONLY town residents to submit their homeowner's coverage or equivalent when renting the space.
10. **MOTION: Bill moved and Steve seconded a revised Town Hall Rental Policy that included the following line: *A certificate of insurance will be provided naming the Town of Middlesex as additional insured. For individual town residents, proof of a homeowner's policy or equivalent will suffice. The motion passed.***

**Other Business**

11. The Board reviewed a replacement schedule for vehicles owned by the Middlesex Volunteer Fire Department (please see attached). Steve questioned why a 1986 tanker described as "non-roadworthy" was still in the town's possession. Bill suggested Treasurer Cindy Carlson attend the next Board meeting to update everyone on where the MVFD was budget wise.
12. The Board reviewed, approved and signed a 2013 Town Bridge Inspection Report submitted by the State of Vermont.
13. The Board reviewed an April 14, 2014 letter from the Vermont Land Trust advising Select Boards of potential changes to the easement process next year.
14. All orders were signed.
15. Peter adjourned the meeting at 5:59 p.m.

Respectfully submitted,

Sarah Merriman, Select Board Assistant