

Select Board Members

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

MIDDLESEX SELECT BOARD
Tuesday, April 25, 2017
5:00 PM
Middlesex Town Clerk's Office
5 Church Street
Middlesex, Vermont 05602
(802) 223-5915

MINUTES

Present: Chair, Peter Hood, members Steve Martin and Liz Scharf with Vice-Chair Mary Just Skinner and Phil Hyjek participating by speaker phone. Treasurer Dorinda Crowell and Recreation Director Mitch Osiecki and Select Board Assistant, Sarah Merriman.

Call to Order/Welcoming of Guests/Amendments

Peter called the meeting to order at 4:59 PM. Correspondence was added to the agenda.

Awarding the 2017 Town Field Mowing Bid to C. Michaud Landscaping

Mitch presented the Board with a spreadsheet of bids to mow the Town's fields that were requested through legal ads in the Times-Argus, on the Town's website, through FPF postings and posted notices. The Board reviewed the bids, paying special attention to Middlesex businesses and cost. Dorinda informed the Board that Paul Cerminara would have to be treated as a Town employee, instead of an independent contractor, on advice from VLCT, which provides worker's comp insurance. Therefore, the lowest bidder was Corey Michaud of Middlesex.

MOTION: Steve moved and Liz seconded hiring C. Michaud Landscaping to mow the Town's fields during the summer of 2017. The motion passed. The Board noted Corey would need to sign a contract and provide proof of insurance.

Appointing Mitch Osiecki as Zoning Administrator for Three Years

MOTION: Steve moved to accept the Town Planning Commission's nomination of Mitch Osiecki to serve as Zoning Administrator for a three-year term. Mary seconded. The motion passed.

Select Board Goals for 2017

The Board reviewed the goals it set in 2016 and noted that the Board had achieved all but one – downgrading certain Town roads. They decided to make the following issues the Board's goals for 2017.

- Establishing a Red Cross Shelter at Rumney School
- Downgrading Merritt, Warren, Bolio, Colby and the end of Chase roads from Class 3 status.
- Perhaps expanding the Town vault in the Town Clerk's Office.
- Drafting a five-year capital plan to include improvements to Town Hall and general upkeep.
- Passing a revised Town Plan
- Finalizing the Town's takeover, if desired, of Shady Rill Park

Passing a Town Records Management Policy

The Board reviewed a Town Records Management Policy based on a template provided by Vermont State Archives. It defines public records based on citations to the Vermont Statutes Annotated and applicable State handbooks. It also includes a provision to dispose of “transitory records,” as allowed under State law.

MOTION: Mary moved and Liz seconded approving the Middlesex Town Records Management Policy. The motion passed and the policy was signed.

RB Technologies’ Proposal to Provide Tech Support

The Board reviewed a proposal submitted by Steve Gilman of RB Technologies to provide ongoing tech support to Town computers including upgrading software to Perception Pro for \$30/month/computer, providing monthly servicing at \$130/hr and antivirus support at \$2/month/computer. Dorinda asked from what fund this would be paid since it could exceed the \$5,000 budgeted in the FY 2017-18 for computer maintenance. Peter suggested meeting with Steve Gilman to get a better idea of what RB Technologies is proposing and return to the Board with a more complete picture.

Planning Commission Vacancy

This item was passed over as there were no nominees.

Requesting 60-day Extension to File 2017 Grand List with State

Following up on a vote at an April 17, 2017, Special Select Board meeting to address the timing of filing the 2017 Grand List due to a backlog in the town-wide reappraisal, the Board reviewed a letter to Bruce Farnham at VT Property, Valuation and Review requesting a 60-day extension to file the 411. Appraiser Rich Lewis and Listers Eric Young and Dick Alderman had been sent drafts of the letter and all had signed off on the letter. In light of a tight time frame in which the Listers would have to deliver the final Grand List to the state by or on July 31, 2017, the Board agreed to move the special meeting for setting the 2017 municipal tax rate from August 1 to August 2 at 5 p.m. Peter signed the letter.

OTHER BUSINESS

MOTION: Mary moved and Phil seconded approving the April 17, 2017 Select Board Special Meeting minutes. The motion passed with Steve and Liz abstaining since they were not present at that meeting.

Dick Picard submitted two proposals for painting the Town Hall. The Board agreed it wanted the rear wall facing the old fire station painted for \$1,200 and asked Dick to submit a proposal to paint the old fire station after the start of the new fiscal year.

The Board read an update on highway maintenance from Road Foreman Paul Cerminara.

The Board considered a request from Watershed Consulting Associates which has been contracted by Vermont Department of Environmental Conservation to field test for Illicit Discharges and Elimination in 30 towns including Middlesex. The request was for the Select Board to compose a letter on Town letterhead saying that the Board had “authorized Watershed” to conduct this investigation. The Board was not inclined to approve such a letter, especially since, as Mary noted, neither the State nor Watershed had notified the Town that it was part of this project. Mary asked why the state had never approached Middlesex before now.

Dorinda told the Board that after a worker’s comp audit conducted by VLCT, the Town would be receiving \$1,000 back in overpayment for worker’s comp.

All orders were signed.

Peter adjourned the meeting at 6:45 PM

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