

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

MINUTES
MIDDLESEX SELECT BOARD
Tuesday, October 2, 2018
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 Phil Hyjek, Steve Martin and Liz Scharf. Treasurer Dorinda Crowell. Emergency Management Coordinator Paul Otenti. Budget Committee Members Barry Bolio, Bill Dorigan, Elias Gardner, George Longenecker and Select Board Assistant Sarah Merriman.

Call to Order/Amendments

Peter called the meeting to order at 5 p.m. The agenda was amended to include a discussion about Peter and Phil's meeting with Rubin Bennett of RB Technology.

FY 2019-29 BUDGET WORKSHOP

Peter suggested setting an overall goal for a total budget increase. Mary said in the past the Board has tried to stick to 2%. Phil noted there will be increases in fuel prices. Salaries will rise roughly 2% and interest rates are also rising. In the end, the Board targeted a budget increase of 2.5%

Highway Department

Steve, who is also Road Commissioner, presented rough numbers of the Highway Department's expenses for the upcoming fiscal year, ballparking a total budget increase at 2.5%. This included a 2% increase in Road Crew hourly pay.

The Board discussed potential rises in health insurance costs. Peter said possibly VACE will be able to offer BC/BS insurance starting in January 2019 for 15% less than current rates. Neither those rates or BC/BS Vermont from the Exchange have been finalized yet, he and Dorinda noted.

Returning the Highway budget, Steve said he wasn't anticipating problems with the grader this year, but that the Board will have to plan for its replacement – at a cost of @\$250,000 – in the near future. Liz asked about ash tree removal in the Town's rights of way. George, who is on the Conservation Commission, said the MCC was planning to inventory trees and discuss the cost at its meeting on Thursday.

Peter suggested Board members visit and assess the Town Garage and the old fire station off Shady Rill Road for maintenance issues. Steve said he'd like the Town to purchase a cut-off saw for approximately \$1,800 instead of renting one at \$400 a pop. The Board agreed this was a good idea.

The Board discussed mud season mitigation. Steve said it had not been budgeted because none was planned aside from a couple of small trouble spots on Portal, Center and East Hill roads.

Mary asked for balances in the paving and bridge funds; Dorinda said as of June 30, there was \$139,000 in the paving fund and \$8,000 in the bridge fund.

Bill floated the idea of a special article at the 2019 Town Meeting asking voters to approve spending \$50,000 on East Hill mud mitigation in order to catch up to the five-year plan. Peter noted a special article is unnecessary; the budget can always be amended from the floor. Steve disputed the \$50,000 figure and said outside contractors' bids would be beyond what the Town could pay.

The Board agreed to revisit the Highway Department budget closer to finalization in December/January.

Emergency Management Committee

Paul presented a rough budget of \$3,705 for the EMC to help the committee achieve its three top priorities: designate Rumney School as an emergency shelter, recruit volunteers and modify the Middlesex Volunteer Fire Department building in Welch Park to serve as an emergency management center. Much of the proposed budget would pay for training and professional development. The rest would be spent on laminated posters that could be reused and community mailings to alert people about winter safety and, then, about summer heat. Elias suggested using an email list to save money. Paul said the EMC

meets every other month from September through May. This frees up the summer for volunteers and allows them to avoid holidays.

The budget workshops concluded, Budget Committee members left at 6 p.m., as did Steve.

Drafting an Agreement to Use Rumney School as an Emergency Shelter

Paul asked for guidance on whether the EMC should submit a written agreement to Rumney to use the school as an emergency shelter. Peter advised that it was a good idea to write a letter, the more succinct the better, and that it should address previous concerns such as what to do if an emergency is underway but the school is still in session and storage. Dorinda asked about liability; Peter said both the Town and School District would provide coverage. Mary asked who owns the school; Phil said the Middlesex School District which meant the letter should be addressed to the Middlesex School Board. Paul said he had the letter 80% written. He would submit it to the Board at its first November meeting for approval. Liz thanked Paul for working so hard on behalf of those in town, especially since he has not yet moved to Middlesex.

Rescheduling the First Select Board Meeting in November

The Board discussed rescheduling the first Select Board meeting in November since Election Day conflicted with the one regularly scheduled for November 6th. The Board decided to meet at 5 p.m. Wednesday, November 7, 2018.

Treasurer's Report

Dorinda questioned the bills from RB Technology which did not line up with RB maintenance, etc. Phil said he and Peter asked Rubin, who owns RB, for clearer bills.

OTHER BUSINESS

MOTION: Phil moved and Liz seconded approving the minutes from the September 18, 2018 Select Board meeting. Mary abstained since she had not been present. The motion passed and the minutes were signed.

The Board passed over the minutes from the September 24, 2018 Special Select Board meeting for lack of quorum.

All orders were signed.

The Board discussed Middlesex Electric's proposal to replace the lighting upstairs in Town Hall with LEDs and agreed the lighting should be as "warm" as possible. Also, the Board would be interested in reviewing a similar proposal for LED lighting in the lower floor of the Town Clerk's Office.

MOTION: Phil moved and Mary seconded approving Middlesex Electric's proposal to replace all the lighting upstairs in Town Hall with LED lighting for \$1, 675.00 that will be reduced by \$360.00 with an Efficiency Vermont rebate after installation. The motion passed.

MOTION: Mary moved and Liz seconded approving a revised FY19 Municipal Resolution to apply for a planning grant from the Vermont Department of Housing and Community Development naming Peter as signatory on behalf of the Board. The motion passed and the revised resolution was signed.

Peter discussed his and Phil's meeting with Rubin Bennett of RB Tech to discuss billing and maintenance issues. Rubin reminded Peter that the Town had deferred signing up for two hours per month of maintenance. If the Town contracts for two hours of maintenance per month and uses just an hour to an hour and a half, it will have a reserve that can be credited toward the upgrades every six months. On behalf of the Board, Peter and Phil agreed to contract for the monthly two hours. He also added that NEMRC has not been working properly on Town computers because of the anti-virus program RB uses. According to Rubin, this is a problem on NEMRC's end that they are trying to resolve with various anti-virus products, not just those used by RB.

Peter adjourned the meeting at 6:42 p.m.

Respectfully submitted,

Sarah Merriman, Town Clerk/Select Board Assistant

THE ABOVE MINUTES WERE APPROVED AS A WARNED AGENDA ITEM AT A REGULAR MEETING OF THE MIDDLESEX SELECT BOARD ON OCTOBER 16, 2018.

PETER O. HOOD, CHAIR

MARY JUST SKINNER, VICE CHAIR

PHILIP HYJEK

STEVEN MARTIN

ELIZABETH SCHARF