

Minutes of January 9, 2017 Regular Selectboard Meeting

Present: Board Members Carl Russell, Lisa Hill, Moe Brigham, and Vanessa Brown. Others Present: Town Manager Keith Arlund, Assistant Town Manager Abbie Sherman, Corey Stearns, Jose Lazo, Dave Sambor, Walter Mills, Mike Bilodeau, and Lisa Campbell for the “Herald of Randolph.”

Chairperson Russell called the meeting to order at 6:00 PM.

Approval of the Agenda: Hill requested an executive session to discuss personnel matters at the end of the meeting.

Public Comment:

1. Dave Sambor requested use of the Town Hall at no charge on behalf of the Bethel Revitalization Initiative for Bethel University during the month of September. The Board approved of the request.
2. Walter Mills inquired as to whether zoning permits can be applied for now. Russell clarified that anyone can apply for a zoning permit at any time. Russell also provided an update on the status of the Unified Bylaws. With the 150 deadline for adoption of the bylaws having passed, review of permits reverts back to the bylaws currently in place. Two Rivers-Ottawaquechee Regional Commission (TRORC) is finalizing a draft of the new bylaws for the Board to review at a future meeting at which time a hearing will be scheduled to solicit public comment.

Appointments:

1. **Representatives of the Recreation Committee re. Skateboard Park for the Recreation Center.** Corey Stearns presented the Board with option #4 at the \$55,000 cost as was requested. He noted that this is not a bare bones design, still having nice features and room for future expansion. Stearns is nearly finished drafting an application to the Tony Hawk Foundation Grant and needs approval from the Board to move forward. Arlund noted that the additional cost for Town contribution of time, materials, and equipment is in the vicinity of \$15,500-20,000. In response to Brigham’s questions regarding increased liability and insurance coverage, Arlund will look into this further but noted that the Vermont League of Cities & Towns had produced guidelines for skate parks. Russell noted that with the requested appropriation for FY’ 18, there would be sufficient funds for the project. Motion to authorize Corey Stearns to pursue application to the Tony Hawk Foundation Grant on behalf of the Town was made by Lisa Hill, seconded by Moe Brigham. Motion passed unanimously.
2. **Representatives of the Energy Committee re. Enhanced Energy Planning Pilot Committee.** Jose Lazo discussed with the Board the selection of Bethel as one of three towns to participate in TRORC’s Enhanced Energy Planning pilot community (Randolph and Braintree were the two other towns selected). Lazo noted that if the Town meets the guidelines established in Act 174 for the Vermont Comprehensive Energy Plan, it will have greater weight in the future siting of energy projects. Lazo requested confirmation of the Board’s support on the project and provision of needed resources. Russell advised that the Bethel Planning Commission is a resource the Energy Committee should utilize and all other resources should be provided for by TRORC. Motion by Lisa Hill to confirm that comprehensive energy planning is something that the town should pursue at this time, seconded by Moe Brigham. Motion passed unanimously.

Reports, Motions, and Ordinances:

1. **Town Manager Search: Review of VLCT Contract and Draft Job Description.** Motion to approve the service agreement made by Lisa Hill, seconded by Moe Brigham. Motion passed unanimously. The Board agreed that the search committee would be comprised of 5 members in addition to the Selectboard and be residents of the Town. Arlund will provide for an ad in next edition of the Herald of Randolph to solicit committee members. Revisions were made the job advertisement and the Board agreed on the suggested locations for advertising.
2. **Matters Associated with Town Meeting and the Annual Report:**
 - a. **General Fund, Water, Wastewater, and Solid Waste Budgets.** Arlund noted that he and Sherman had reviewed the budgets and made a number of reductions. The amount for “Highway Rehabilitation” was revised to provide for maintenance on North Road and Royalton Hill Road per the Capital Plan. Russell announced that he is not in favor of the addition of another employee at the Recreation Center but is in favor of a more supervisory level employee. Russell was also not

in favor of adding a multi-service employee. The other Board members agreed, Hill wanting to wait for the prospective of the next Town Manager.

- b. Human Services Advisory Committee Recommendations.** Motion to accept the recommendations of the Human Services Advisory Committee made by Lisa Hill, seconded by Maurice Brigham. Motion passed unanimously.
 - c. Warning for Town Meeting.** The Board reviewed the Warning with no substation changes being made at this time. It was noted that the Warning could not be approved until after the deadline for receipt of petitions.
 - d. Review of Annual Report Dedication.** The Board approved the Dedication page.
 - e. Review of Selectboard's Report.** Sherman noted that Fire Chief David Aldrighetti has some additions he wants to make under the Fire Department portion. Other minor edits were noted, but otherwise was accepted by the Board.
 - f. Review and Recommendations re. Draft Town Report.** Sherman provided clarification on some pieces of the report that still need to be included. The final version will be available at the next Selectboard meeting.
- 3. Historic Preservation Grant Award for Town Hall Bell Tower Repainting.** The Town received a \$9,500 grant from the Vermont Division for Historic Preservation. Arlund will be drafting the bid for review by that Division.
 - 4. Annual Summary of Cowdrey Fund for Submittal to Probate Court.** Motion to approve made by Lisa Hill, seconded by Maurice Brigham. Motion passed unanimously.
 - 5. Approval of 2017 Certificate of Highway Mileage.** No changes were made to the Certificate of Highway Mileage. Motion to approve made by Lisa Hill, seconded by Moe Brigham. Motion passed unanimously.
 - 6. Review of Town Road & Bridge Standards and Completion of Certification of Compliance.** Motion to approve made by Lisa Hill, seconded by Moe Brigham. Motion passed unanimously.
 - 7. Town Manager's Report:**
 - a. Constable's Report.** The Board acknowledged receipt.
 - b. Status Update of Action Items.**
 - i.** Marsh Meadow Buy-out – Arlund updated the Board on the issues with the buy-out purchase of that property. Buy-out stipulations require removal of the wastewater pump station and the dry hydrant located on that property. The Town can appeal this decision, but it would take 1 to 3 years. The State has suggested de-obligating the FEMA buy-out funds and applying for funding from CDBG. This option may cause the town to owe as much as \$3,300. Arlund is proceeding with this option.
 - ii.** Town Garage Dry Well Removal Project – The project has been completed with the holding tank in place. There is no evidence of contamination in the surrounding soils.
 - iii.** Arlund has secured leases for the purchase of the new fire truck and for two pieces of equipment at the transfer station. Regarding securing of funding for the transfer station, Russell noted that it should have been provided for by solid waste management and requested that Brigham point this out at the next Bethel/Royalton Transfer Station Board meeting.

Minutes and Communications:

- 1. Selectboard Minutes of December 19, 2016 Regular Meeting.** Motion by Lisa Hill, seconded by Moe Brigham, to accept the December 19, 2016 minutes as written. Motion passed unanimously.
- 2. Committee Minutes.** The Board acknowledged receipt of the December 20, 2016 minutes of the Development Review Board.

At 7:43 PM, Lisa Hill made the motion to enter executive session to discuss personnel matters, seconded by Moe Brigham. Motion passed unanimously. Arlund was the only person remaining with the Board. No minutes were kept.

At 9:15 PM, the Board reconvened open meeting. Motion by Hill, seconded by Brigham, to adjourn. Motion passed unanimously.

Carl Russell

Lisa Hill

Vanessa Brown

Chris Jarvis

Moe Brigham