

Minutes of February 8, 2016 Regular Select Board Meeting.

Present: Board Members Bill Hall, Carl Russell and Lisa Hill. Others present: Town Manager Keith Arlund; Assistant Town Manager Abbie Sherman; Geneva Gaiko; Mark Belisle; Everett Hammond; Ele Griffin; and VTC students: Avery Corigan, Jason Chamis, and Kristi Denko.

Chairman Hall called the meeting to order at 6:00 PM.

Presentation of Dedication of the Annual Report: Bill Hall advised that the dedication of the Town Report is reserved for those who have contributed to the betterment of Bethel, not just over the past year but over numerous years. This year's report has been dedicated to Nick and Heidi Nikolaidis for the tremendous contributions they have made to the Town. The Nikolaidis's were unable to attend, but Nick had gratefully accepted the dedication prior to the meeting and stated that they are extremely pleased and honored. The announcement will be posted on the Town's Facebook page.

Public Comment or Inquiry: It was noted that VTC students from the Construction Management program were there to observe.

Appointments:

1. Mark Belisle re. Appointment of Bethel Town Constable. Arlund presented Mark Belisle to the Board for appointment to the position of Town Constable. Belisle is presently Constable for the towns of Granville and Rochester, as well as bus driver for the Bethel School District. After discussion with Belisle as to the Board's expectations of the Constable, Carl Russell made the motion to appoint Mark Belisle as Town Constable, seconded by Lisa Hill, and unanimously carried. It was noted that this appointment is to fill the vacant term ending on Town Meeting Day, when the Board will reappoint the Constable during their organizational meeting.
2. Everett Hammond of Hammond Engineering re. Presentation of Road Maintenance and Improvement Plan. Everett Hammond provided the Board with updated copies of the Road Surface Management System (RSMS) Paved Road Evaluation that he was contracted to prepare. This service was provided for utilizing funds from the State of Vermont Better Back Roads Grant and with assistance from Two Rivers-Ottawaquechee Regional Commission. The RSMS provides a 10 year snap shot of the maintenance, rehabilitation, and reconstruction needs of the Town's class 1, 2, and 3 paved highways. Hammond recommended the assessment be updated every five years for towns like Bethel. Hammond also recommended avoiding the "worst first" strategy by investing in those roads that just need maintenance to prevent them from deteriorating to the point of needing more costly reconstruction. This would include applying a chip seal coat as soon as possible. Those roads that need to be reconstructed should have minimal funds invested in them until funds are available for complete reconstruction. Any roads being considered for rehabilitation should have the foundation evaluated to ensure it is suitable. Hammond advised the Town make sure that quality gravel with good stone content is utilized in the base, following State specifications. The Town should anticipate to spending a minimum of \$160,000 per year to preserve roads in their present state. This amount should be increased by 5% per year, carrying over excess funds for larger projects. Hammond presented the Board with three scenarios for a capital improvement plan; two included the utilization of a \$2 million bond to expedite the reconstruction of those roads that need it. The Board discussed informational materials to be made available for Town Meeting. Hall suggested that next year the Board ask for the voter's approval to establish a Capital Reserve Fund.

Reports, Motions, and Ordinances:

1. Review of the Recreation Committee's Application to the Philip D. Levesque Memorial Fund. The application was approved by the Board and will be submitted by the Town Manager's Office. On a related matter, Ele Griffin requested the Board's approval for the Recreation Committee to conduct a raffle fundraiser. This was approved by the Board.

2. Annual Review and Approval of NIMS Adoption Document. Motion to approve the document and authorize Bill Hall to as signatory was made by Carl Russell, seconded by Lisa Hill, and unanimously carried.
3. Review and Potential Adoption of Updated Procurement Policy. Abbie Sherman advised revisions to the Town's Procurement Policy were necessary to be in compliance with Homeland Security grant provisions. Motion to adopt the revised procurement policy was made by Lisa Hill, seconded by Carl Russell, and unanimously carried.
4. Review of Draft Class 4 Highway and Trail Policy. Arlund provided the draft policy for the Board's review as informational only. The Town does not presently have this type of policy in place.
5. Town Manager's Report:
 - a. Status Update of Action Items.
 - ii. Tax Sale Update: There are now only three properties up for inclusion in the tax sale on February 9. Arlund has reviewed the three properties for potential bidding by the Town if no others are interested. In Arlund's estimate, the Town would only be interested in two of the three properties, those being on Sugar Hill Road and on Campbell Road. Bidding on these properties would allow the redemption period to begin. The Board concurred with this assessment.
 - iii. Arlund advised that he and Sherman will be attending the VLCT's Local Government Day at the legislature on February 10.

Minutes and Communications:

1. Selectboard Minutes of January 25, 2016. Motion to approve the minutes as written was made by Lisa Hill, seconded by Carl Russell, and unanimously carried.
2. Committee Minutes. The Board acknowledged receipt of the following: (1) January 21, 2016 minutes of the Emergency Management Committee; (2) January 25, 2016 minutes of the Town Meeting Committee.

Any Other Business Necessary to Come Before the Board.

1. Hall advised the Board that they will need to reappoint members to the Bethel/Royalton Solid Waste Management Board following Town Meeting. He asked Arlund to check with current members to confirm their intent to continue serving. Hall also advised that he would be stepping down from that Board due to other commitments he wishes to pursue. The interlocal agreement requires that one member from each Board be appointed to serve on the Solid Waste Board. Hall requested Russell or Hill to consider appointment to that Board to take his place.
2. Russell asked if an executive session was needed to provide an update on two legal matters. Arlund advised that the attorneys are drafting a response to both situations.

Motion to adjourn was made at 7:11 PM by Carl Russell, seconded by Lisa Hill, and unanimously carried.

Bill Hall

Carl Russell

Lisa Hill