

## Minutes of June 27, 2016 Regular Selectboard Meeting.

Present: Board Members Carl Russell, Lisa Hill, Chris Jarvis, Vanessa Brown, and Moe Brigham. Others present: Town Manager Keith Arlund, Assistant Town Manager Abbie Sherman, Geneva Gaiko, Jose Lazo, Mary Floyd, Lucien Hinkle, Dietre Feeney, Eleanor Griffin, and Lisa Campbell for the "Herald of Randolph."

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

Approval of the Agenda: Chris Jarvis requested an executive session to discuss legal matters.

### Public Comment or Inquiry:

1. Lucien Hinkle was present to inquire on a number of matters covered at previous Selectboard meetings, including: the bookkeeper position, additional costs associated with the Recreation Center, pool attendance this year, final price of the bathhouse construction project, and the Town's Capital Improvement Program and FY2015 Audit. Russell advised the bookkeeper position was open because the prior bookkeeper had left; the extras for the Recreation Center would primarily be paid from the Recreation Facility Fund; and the pool just opened on Saturday so it was too soon to forecast pool attendance. Hill advised the final price for the Recreation Facility project was in the vicinity of \$594,000. Arlund will provide a copy of the Capital Improvement Program to Hinkle. The Town is still waiting for the FY2015 audit.
2. Jose Lazo asked the Board the status of the Energy Committee and whether the focus and goals were the same or had changed. Hill noted the focus and goals would evolve with efficiencies in town government and town wide. Russell advised the committee could provide guidance to the Planning Commission and Selectboard.

### Appointments:

1. Members of the Recreation Committee re. Markle Foundation Grant. Eleanor Griffin and Dietre Feeney were present to represent the Recreation Committee. Russell asked Sherman to provide a summary of the auditor's recommended use of the funds. Griffin informed the Board that the funds could be used to purchase skate park equipment and the foundation has no timeline for use of the funds. After discussion amongst the Board, Moe Brigham made the motion to transfer the grant to the Recreation Facility Fund and ask the Recreation Committee to come up with a plan for the use of the funds, seconded by Lisa Hill. Motion passed unanimously.
2. Mary Floyd re. Appointment of New Member to the Conservation Commission. Mary Floyd introduced the Board to Chuck Davis and requested his appointment to the Conservation Commission, making seven members to the Commission. Motion by Moe Brigham, seconded by Lisa Hill, to appoint Chuck Davis to the Conservation Commission. Motion passed unanimously. With Davis being present, Arlund advised the Board that Davis intends to donate some form of his recent property tax abatement to the Conservation Commission's efforts.

### Reports, Motions, and Ordinances:

1. Reappointment of Members to the Town Boards: Planning Commission, Conservation Commission, and Development Review Board. A list of reappointments to the various boards had been provided to the Selectboard, it being noted that those listed wished to be reappointed. Motion by Lisa Hill, seconded by Moe Brigham, to reappoint all members listed to the Planning Commission, Conservation Commission, and Development Review Board. Motion passed unanimously. Terms for the Planning Commission and Development Review Board will be for 3 years; Conservation Commission is for 2 years.
2. Discussion re. Capital Improvement Planning. Documents from the Town's insurance provider and a copy of the FY2015 depreciation schedule was provided to the Board for consideration. The Board discussed what documents should be included in the capital improvement program as addendums and various assessments currently being conducted on the water and wastewater systems and class 3 town highways. Brown would like to include conservation efforts of the town forests. The Board requested review of other studies (town garage, town office, and upgrades of the water and wastewater systems) at their next Selectboard meeting.
3. Establish Municipal Tax Rate for Fiscal Year 2016. A copy of the updated Form 411 from the Board of Listers and the updated Budget Comparison was provided to the Board. Motion

by Lisa Hill, seconded by Moe Brigham to approve a Municipal Tax Rate of 0.842 for fiscal year 2017. Motion passed unanimously.

4. Draft Zoning Ordinance and Notice of Hearing from the Bethel Planning Commission. A draft of the Zoning Ordinance had been provided to the Board. Russell noted no feedback was required at this time.
5. Participation in Disaster Recovery Center Project. The Town has confirmed with the Vermont Division of Emergency Management and Homeland Security to allow the Town Hall to be used as a Disaster Recovery Center in the event it is needed.
6. Town Manager's Report:
  - a. FEMA Alternate Projects Update. DuBois & King has recommended an award be made to W.B. Rogers as contractor for the Old Route 12 project. The Town is still waiting for the State permit. Arlund requested permission to execute the notice of award. Motion made by Lisa Hill, seconded by Moe Brigham, to accept the recommendation made by DuBois & King. Motion passed unanimously.
  - b. Constable's Report. Arlund advised the Board a second speed sign has been purchased and the first sign is being sent in for warranty repairs. Regarding the Constable's vehicle, the camera and radar equipment are outdated. An upgrade could be done by either purchasing newer equipment or finding a newer vehicle with the equipment installed.
  - c. The Bethel Pool opened on Saturday, June 25 after the Town was granted a temporary use permit by the fire marshall. Russell had visited the facility, noting that he had received less than favorable feedback on the limitation on use of the facility. He questioned issues regarding lining up of subcontractors. Jarvis advised including a liquidated damages clause for future projects.
  - d. Status Update of Action Items.
    - i. Arlund had issued a paving bid for Camp Brook Road, with Pike being the apparent low bidder. Lucien Hinkle suggested seeing if the State would take over that highway.
    - ii. Arlund informed the Board the Town has received a \$175,000 structures grant from the State, but did not receive the Category D grant from the Better Backroads Program. There is \$25,000 in the Town budget, however it is estimated that another \$25,000 is needed to complete the project. Arlund forecasts this as being a two year project, with the Town needing to go out to bid for engineering design services first.

#### Minutes and Communications:

1. Selectboard Minutes of June 13, 2016. Motion by Lisa Hill, seconded by Moe Brigham to approve the Selectboard Minutes of June 13, 2016. Motion passed unanimously.
2. Committee Minutes. The Board acknowledged receipt of the June 15, 2016 minutes of the Planning Commission.
3. Other Communications. The Board acknowledged the following: (1) White River Partnership river quality results for June 15, 2016; and (2) information regarding the Bethel Better Block grant.

Any Other Business Necessary to Come Before the Board. There was no other business.

At 7:53 PM, Lisa Hill made the motion to enter executive session to discuss litigation, seconded by Moe Brigham. The motion passed. Keith Arlund was the only person remaining with the Board. No minutes were kept. The Board concluded executive session on litigation and continued with personnel matters, the Town Manager being excluded. The Board returned to open meeting at 8:28 PM, no action being taken. At 8:30 PM, Lisa Hill made the motion to adjourn, seconded by Vanessa Brown. Motion passed unanimously.

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Carl Russell

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Lisa Hill

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Vanessa Brown

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Chris Jarvis

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Moe Brigham