

Minutes of August 8, 2016 Regular Selectboard Meeting.

Present: Board Members Carl Russell, Lisa Hill, Chris Jarvis, Vanessa Brown, and Moe Brigham. Others present: Assistant Town Manager Abbie Sherman, Geneva Gaiko, Carla Hodgdon, and Mike Bilodeau.

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

Public Comment or Inquiry: None.

Reports, Motions, and Ordinances:

1. Discussion re. Draft Unified Bylaw. The Bethel Planning Commission submitted the Draft Unified Bylaw to the Bethel Selectboard for review and adoption. Carla Hodgdon of the Bethel Planning Commission advised the Board that the new bylaws combined subdivision and zoning. Minor changes have been made to the draft as a result of the public hearing held by the Planning Commission. Any major changes made to the Bylaw by the Selectboard would necessitate further review by the Planning Commission. Hodgdon noted the Bylaw does not address alternative energy. The Planning Commission will begin addressing that subject with the update of the Bethel Town Plan, which they will initiate in 2017. It is anticipated that more information will be available at that time and the Planning Commission will begin documenting appropriate and inappropriate sites for alternative energy. Russell advised that the Town is establishing an Energy Committee, chaired by Jose Lazo, and they could assist with documenting sites. Brigham suggested assistance also be sought out from the Conservation Commission. Hill thanked the Planning Commission for their efforts. Motion to hold the first hearing on the Draft Unified Bylaw on Monday, September 12, 6:15 PM, at the Bethel Town Hall was made by Moe Brigham, seconded by Lisa Hill, and passed unanimously. Copies of the draft bylaw will be made available at the Town Offices and the Town website. Mike Bilodeau arrived to offer comment on the Bylaw and how it affects the property he currently owns on Route 12. Russell notified Bilodeau of the date and time of the Bylaw hearing which is when the Board will consider public comments on the matter and whether changes should be made.
2. Harpoon Point to Point Ride. Details of ride which is travelling through Bethel on August 13 was provided to the Board for informational purposes only; no action being required.
3. Discussion re. Capital Improvement Planning. Hill noted that closing the FEMA grant from tropical storm Irene would play a large part in capital planning, once the Town's costs from that event were determined. Sherman advised that since it is anticipated there will be excess funds from the alternate projects that will need to be reallocated, the closure of that grant may not happen for another year and is also dependent on a time extension that is being requested. Russell noted there were capital improvements from that event that have not yet been paid for. Hill inquired about when a town-wide reappraisal would occur. The Board discussed the triggers for one to occur, it being noted there were not yet enough funds available for that.
4. Town Manager's Report:
 - a. FEMA Alternate Projects Update.
 - i. The Old Route 12 project commenced August 2 at the intersection with Route 12. A site meeting is scheduled for August 10 at 8 AM. A revised contract has been received from DuBois & King for construction oversight.
 - ii. Contact has been made with the State regarding a request for a time extension for excess funds.
 - b. Constable's Report. The Board acknowledged receipt of the Constable's report.
 - c. Status Update of Action Items.
 - i. Aldrich & Elliott has submitted an application for a Wastewater Asset Management Grant, on behalf of the Town.
 - ii. Keith Arlund has solicited statements of qualification for engineering services for the Bridge #33 project. Proposals are due August 19 at 4 PM.
 - iii. Arlund is also soliciting additional proposals from engineering firms for the gravel roads assessment.
 - iv. Sherman advised that the landing page for the Wi-Fi Zone is now the Town website. Justin McCoart will make arrangements so that the Town can receive usage reports.
 - v. Chuck Davis has access to a page on the Town's website for the Conservation Commission and has been developing that page.

Minutes and Communications:

1. Selectboard Minutes of July 25, 2016. Motion to accept the July 25, 2016 minutes as written was made by Lisa Hill, seconded by Moe Brigham, and passed unanimously.
2. Committee Minutes. The Board acknowledged receipt of the following: (1) July 20, 2016 meeting minutes of the Planning Commission; (2) July 12, 2016 meeting minutes of the Conservation Commission; and (3) July 18, 2016 minutes of the Community Forward Festival.
3. Other Communications. The Board acknowledged the July 27 river water quality results from the White River Partnership.

Any Other Business Necessary to Come Before the Board.

1. Hill inquired as to the status of the filling the bookkeeper vacancy. Sherman is re-advertising the opening in the Herald of Randolph beginning August 10 and has asked the Vermont League of Cities and Towns (VLCT) to republish the opening. Additional options for recruiting were discussed.
2. Russell relayed a message from the Town Clerk for Board of Civil Authority to be present to verify the primary vote.
3. Russell advised the Board of an upcoming Health Officer's workshop and VLCT's Town Fair.
4. Russell requested initiation of the Town Manager's evaluation in August. Sherman will send copies of the evaluation forms to the Board for review prior to the next meeting. Hill requested items covered in the interview process be covered as part of this evaluation. Hill will search for those interview questions to provide to the Board.
5. Brigham updated the Board on the pool bathhouse walk-through, there being only a few minor items to address. The sinkholes at the Recreation Center are still there and are not believed to be a result of the project.
6. Russell inquired as to whether any additional leaks had been found as a result of the survey that was conducted. Sherman was not involved in that project, but believed the only leak found was the one on Main Street.
7. The Town Hall bell is off time. Sherman will look into getting this adjusted.

At 6:50 PM, Lisa Hill made the motion to adjourn, seconded by Moe Brigham. The motion passed unanimously.

Carl Russell

Lisa Hill

Vanessa Brown

Chris Jarvis

Moe Brigham