

## Minutes of October 24, 2016 Regular Selectboard Meeting

Present: Board Members Carl Russell, Lisa Hill, Chris Jarvis, and Moe Brigham. Others present: Town Manager Keith Arlund, Assistant Town Manager Abbie Sherman, Geneva Gaiko, Ele Griffin, Mary Floyd, Lucien Hinkle, and Lisa Campbell for the “Herald of Randolph.”

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

**Public Comment or Inquiry:** Mary Floyd requested permission for the Forward Festival Committee to conduct a coin drop in early to mid-May 2017 in the vicinity of the Common/Bandshell. Russell advised the Board would need a firm date. Arlund noted that the Bethel Fire Department or the American Legion typically hold one over Memorial Day weekend.

**Appointments:** Representatives of the Recreation Committee re. Utilization of Funds from the Markle Foundation Grant. Ele Griffin was present on behalf of the Recreation Committee to request that funds received from the Markle Foundation be used to purchase two charcoal grills and two picnic tables for the Recreation Center in response to requests the Committee had received. Russell clarified the style of the grills and noted that perhaps they should not be left out for perpetual public use but on request only. Hill understood the funds were to be used to combat child obesity in the form of programming or purchase of equipment. Griffin feels the items would encourage use of the facility and make it more family friendly. Motion was made by Hill, seconded by Jarvis to allow the Recreation Committee to purchase the picnic tables and charcoal grills. Motion was unanimously approved. The Committee will discuss with Arlund the placement of the grills pending advice from the Town’s insurance provider. Regarding the October 12, 2016 committee minutes, Sherman advised Griffin that “No Trespassing” signs had been installed at the pool in early August.

### Reports, Motions, and Ordinances:

- 1. Discussion of Draft Unified Bylaws.** Jarvis believes the river corridor affects 3 to 5 properties, noting that even the former regulations limited building in the flood zone. Two of these properties are in areas that are not going to be developed. Russell noted that most properties in the river corridor are already maxed out in development, with very few having no structures. New structures can be added in the “shadow” of existing structures. Mary Floyd inquired about a property adjacent to her. Russell noted that additional development may be limited but it is not entirely prohibited as there are other areas of the property that could be developed. The purpose is to work to prevent further development in the river corridor so as not to encourage poor river management. Prior zoning already limited development in the river corridor. Map changes have been submitted to the Agency of Natural Resources by Two Rivers-Ottawaquechee Regional Commission (TRORC). Russell expects to have an updated from TRORC by the November 14 Selectboard meeting. A working meeting will be held on November 28, with the Bethel Planning Commission, Conservation Commission, and TRORC invited to attend. It was noted that the entire document needs to be reviewed to address issues from interpretation and an applicant’s point of view.
- 2. Review of Draft FY’18 Budget: Administration/Personnel and Highway Budgets.** Sherman advised that she had inadvertently forgotten to post the draft budget for public viewing on the Town website. This will be provided for within the week. Arlund advised that amounts for health insurance are missing at this time as town staff evaluate options with the Vermont League of Cities and Towns. The Health Reimbursement Account would be eliminated as of January 1, 2017. Brigham questioned whether any employees will be affected by the changes to the Fair Labor Standards Act in terms of minimum salary for exempt employees. Arlund advised there are a few employees who will be affected. Wages under the “Parks” budget would be used for either a part-time employee or a contract. Hill noted that the “Police Department” budget has previously been based on availability rather than need. Status of funding from tropical storm Irene was discussed. A time extension has been received by the State from the town to use excess funds resulting from the alternate projects. An accounting of funds disbursed from those projects is likely needed before the extension can proceed. Final payout of FEMA and State ERAF funds will not be received until all projects have been closed out and a final review by the State has been made, which could be another year or two.
- 3. Renewal of Bond Anticipation Note with People’s United Bank for the Bethel/Royalton Transfer Station.** Motion by Hill, seconded by Brigham, to approve the renewal of the Bond Anticipation Note with People’s United Bank. Motion passed unanimously.
- 4. Errors & Omission Certificate from the Board of Listers.** The certificate was provided for informational purposes only. No action from the Board was required.

**5. Town Manager's Report:**

- a. Constable's Report.** Arlund noted that tickets are being issued and some additional funds are being received as a result.
- b. Status Update of Action Items.**
  - i.** Construction on the buy-out properties is progressing at the Marsh Meadow and Spring Hollow properties
  - ii.** Arlund noted that many items on the "Action List" have been addressed.
  - iii.** Arlund and Tim Mills attended a table-top exercise for VTWARN.
  - iv.** With regards to the class 3 portion of Wright Road, it was noted that the Town's consultant is review this as part of the class 3 road inventory. The Town is not at a point to addressed individual highways.
  - v.** Jarvis inquired to the status of the Town Hall roof painting. One proposal had been received and submitted to Vermont Historic Preservation in the amount of \$20,000. If grant funding is approved, this project is anticipated to begin in the spring or summer of 2017.

**Minutes and Communications:**

- 1. Selectboard Minutes of October 17, 2016.** Motion by Hill, seconded by Brigham, to approve the October 17, 2016 Selectboard minutes. Motion passed unanimously.
- 2. Committee Minutes.** The Board acknowledged receipt of the October 12, 2016 Recreation Committee minutes.
- 3. Other Communications.** The Board acknowledged Fran Staples' resignation from the Recreation Committee.

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

**Executive Session to Conduct Town Manager Review:** At 7:59 PM Hill made the motion to enter executive session, seconded by 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.

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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