

Approved

Minutes of 1/8/2008
Middlesex Select Board Meeting

Present: Bill Callnan, Dick Alderman, Duncan Nichols, Cindy Carlson, Mary Alexander, Peter Hood, June Lakin, Bill Yacavoni, Helen Weed

Meeting called to order at 6:50 pm

Other Business

Middlesex Town Lister's - Dick Alderman, Duncan Nichols

The Common Level of Appraisal has been received by the Town. The value for Middlesex is 78.91 which are below last year's value of 87.7. The Lister's would like to appeal the decision as they feel they can correct the number to 80% with making a few adjustments. The Lister's feel a new property appraisal will have to be done in the next few years. The last appraisal was completed in 2004.

Motion: Mary Alexander moves to petition for a re-determination of the Common Level of Appraisal (CLA) as per the Divisions' 2007 Equalization Study. Bill seconds, motion carries.

All Orders Signed

Motion: Mary Alexander moves to approve the minutes of December 11th and December 28th. Bill seconds, motion carries.

The Board discusses increasing the liability limits on the town's property and casualty insurance to \$5,000,000. The additional premium is \$1,500 which would come from the discretionary fund. **Motion:** Bill moves to accept the proposal from VLCT to increase the liability insurance limits to \$5,000,000. Mary Alexander seconds, motion carries.

Update from the Building Committee. The committee after reviewing the pro's and cons of building a fire station on both the former Morse property and Lot #4 at the industrial park would like to pursue the purchase of lot #4. The committee is asking the Board to put the purchase of the property on the warning for town meeting. The size of the building would be reduced and the total project cost would not exceed \$950,000 including the purchase of the land. The bond for construction of the building would go before voters November 2008, at the general elections. This would give the committee time to develop building costs. The committee feels that residents of Middlesex who are in the construction trade will donate time towards the project for electrical, roofing, etc. which will reduce the total construction costs. The Board would like to be sure that the cost of the project includes the removal of the current fire department. The Board is in agreement to put the item on the town meeting warning.

Bill Yacavoni, Town Auditor

The Auditor reports that the audit went well and with the town using the new accounting software the process was easier. The Auditor would like the Board to follow up with Gary concerning the purchase of winter sand. When the sand is purchased in June a bill is dated in June and not paid until July. Gary should be asked to have them date the bill in July or the bill should be sent back to the company. The Auditor recommends that there not be more than \$50,000 in a fund balance, his other recommendations were reviewed. There is \$6,500 in the fire department truck fund that should be used to pay down the debt on the fire truck. The Auditor will make the adjustment on the financial report.

The Board reviewed a trial balance and balance sheet ending 1/8/08. The Board would like a Balance Sheet on a monthly basis and a Trial Balance for the General Fund. Bill has worked with June to set up these reports and have a better understanding of the accounting software.

June will have the town meeting warning ready for the Board meeting of 1/22/08 but there is a deadline of 1/24/08 for petitions. Mary Alexander will finalize the warning after the 24th.

Gary has reviewed and recommended the Board sign the State of Vermont Policy & Planning Division-Mapping Unit, 2008 Certificate of Highway Mileage.

The Vermont Coalition of Municipalities request to adopt a resolution calling for statewide discussion of the advantages and disadvantages of breaking from ACT60/68 and moving in one of two directions:

1. A public education system that is governed, managed and primarily financed locally, or;
2. A public education system that is governed managed and financed by the State.

The Board is not in support of the resolution.

Motion: Bill moves to approve the overweight permit for Paul I Stone, Jr., Trucking. Mary Alexander seconds, motion carries.

Correspondence

VLCT Notice of Midwinter Roundtable Series 1/16, 23, & 30th.

VLCT Notice of Grants Workshop and Tradeshow 1/17/2008.

VLCT – VLCT Legislative Priorities

VLCT News

VLCT Weekly Legislative Report

VLCT – Workers’ Compensation Coverage for 2008

VT State Police summary for November 2007

Copy of Defendant’s Reply to Plaintiffs’ Response to Defendant’s Motion for Partial Summary Judgment for filing.

NESEC News Letter

State of Vermont Department of Taxes with notice of Division of Valuation and Review Certified Equalized Education Property Value (Effective 1/1/2008)

Meeting adjourns at 9:00 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of the 1/22/08
Middlesex Select Board Meeting

Meeting called to order at 6:36

Present: Bill Callnan, Mary Alexander, Peter Hood, Cindy Carlson, Mary Just Skinner, Doug Lombard, Steve Martin, June Lakin

Proposed Town Plan – The Board discusses the need of a report from the Planning Commission concerning the effect of the changes made by the Select Board. It is noted that Steve Martin, a member of the Planning Commission, is at the public hearing for the Select Board. It is also noted that Steve is not speaking on behalf of the Planning Commission, but he does not feel that the changes made by the Select Board adversely affect the proposed Town Plan.

The Board gave a summary the how the document was created. The Board feels the proposed document is an extension and update of the Town's current plan, and does not make drastic changes.

Budget 2008-2009

The Town Audit brought to the Boards attention in 2006-2007 Fiscal year that the town advanced \$8,700 to the Fire Department for the purchase of equipment. It was decided to keep grant expenditure as a receivable instead of expensing it to the discretionary fund. This money can not be reimbursed as the grant deadline has passed. The proposed ambulance contract was discussed for 2008-2009. Peter and Mary Alexander meet with the City of Montpelier concerning the contract.

Motion: Mary Skinner moves to reduce the Fire Department budget by \$4,350 for which is one half of the \$8,700 grant expenditure.

The Board has further discussion concerning the Fire Department Grant and agreed to have the Fire Department in for further discussion. Motion dies for lack of a second.

Motion: Bill moves to approve the budget as modified by the county tax and the ambulance contract for a total \$827,515 which is a 4.2% increase. Mary Alexander seconds, motion carries. 3 vote in favor 1 opposed.

The proposed 2008 Annual Town Meeting Warning was discussed, including the special articles.

Motion: Mary Alexander moves to approve the town warning, as amended, subject to final review. Bill seconds, motion carries.

Motion: Mary Alexander moves to approve the ambulance contract. Bill seconds, motion carries.

All orders were signed

Susan Clark, Town Meeting Solutions Committee

The Board would like a Select Board informational meeting held prior to Town Meeting to discuss the Australian ballot items. The Board would like the Solutions Committee to organize this meeting. The Fire Department will co-ordinate an open house with this informational meeting. The meeting will be 2/26/08 at 7:00 pm. The library will also hold an informational meeting and the Board agrees that the announcements should be combined for both meetings. It was decided to have a separate questionnaire to see how town residents feel about where future town meetings should be held. June will prepare this questionnaire and the ballot clerks will hand them out. The new voter letter will be sent out this year by the Solutions Committee. The Solutions Committee is hoping to have a report at the next Board meeting concerning remote attendance for town meeting.

Motion: Bill moves to appoint Eric Seidel to a 3 year term to the Conservation Commission. Mary Alexander seconds, motion carries.

The Board discusses the public meeting law and notes that all sub-committee meetings need to be warned.

Correspondence

Notice of Central Vermont Regional Planning Commission Transportation Advisory Committee 1/16/08

VLCT notice of Town Meeting Tune-Up 2/26/2008

Flyer from Dopp & Dopp Associates, Inc.

VLCT Notice of Local Government Day in the Legislature 2/20/08

Copy of letter from Chenette Associates, P.C. concerning Application 5W1030-8 Gumbo Group, LLC – Lot 1 Welch Park, Middlesex

Letter from State of Vermont Department of Taxes regarding the petition for a re-determination of the value established

VLCT Weekly Legislative Report

Meeting adjourns at 9:20 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of the
Middlesex Select Board Meeting of 2/12/08

Present: Bill Callnan, Cindy Carlson, Peter Hood, Mark Tillinghast, Jason Merrill, Mary Alexander, Susan Clark, Greg Shaffer, Larry Schanke, Chris Ryley, Chad Avery, M.S. Nais
Meeting called to order at 6:34 pm.

Fire Department

The Board discusses with Mark Tillinghast the Grant Funds that the Town had advanced to the Fire Department in fiscal year 2007-2008. The Board has been advised that the necessary paperwork was not submitted in a timely manner and the funds can not be reimbursed. The Fire Department has discussed the failure to submit necessary paperwork for reimbursement and they are willing to work within their budget to reimburse the Town. The Board and the Fire Department discuss the Fire Department utilizing June Lakin to administer any future grants and to implement a billing program. The Board discusses splitting the \$8,700 between the Fire Department and the Town's discretionary fund. The Board feels partially responsible because the Town's previous financial account system failed to disclose the Fire Departments \$8,700 receivable to the Town.

Motion: Mary Alexander moves to split the \$8,700 grant advance between the Fire Department 60% (\$5,220) and the Town 40% (\$3,480). Bill seconds, motion carries. 3 vote yes, 1 vote no.

The Board intends to leave \$3,480 in the discretionary fund for the 2007-2008 budget to cover this expense. If there is an emergency within the Fire Department budget, there will be communication between the Fire Department and the Board.

Building Committee Update: A preliminary sketch of the proposed Fire Department is submitted to the Board. There will be representation from both E.H. Danson, and DeWolfe Engineering at the public hearing scheduled for February 26, 2008. There will be an open house held by the fire department at 6:30 prior to the public hearing. E. H. Danson will have estimated building costs ready for the 26th meeting.

Solutions Committee: A remote connection for town meeting is demonstrated with resident, Pat Freeman participating. Susan Clark has confirmed that residents can vote from home on items at Town Meeting as long as Town Meeting participants can hear a voice connection. A hand vote is considered legal also if the video connection is available.

Gary Lamell, Road Commissioner

Gary reports that the sand will probably be gone by the end of February. He proposed to mix crushed gravel with the sand to get him through the winter. Manosh does have sand available at \$12.00 per yard. It would cost the town approximately \$10,000 - \$12,000 that

is not in this years budget. If the crushed gravel had to be replaced it would be at a cost of \$9.00 per yard. There was discussion of cutting back on use of the sand, the Board wants the roads to be reasonable safe. The Board directed Gary to continue to use sand rather than mix crushed gravel with the sand. It was agreed to purchase 800 yards of sand and cut back 20% on use of the sand.

The one ton truck is at Walker's having a transfer case installed and there have been some other smaller normal wear and tear items on other town equipment. There have been two accidents with the town trucks recently.

Motion: Mary Just Skinner moves to approve the minutes of 1/22/08 minutes. Mary Alexander seconds, motion carries.

Motion: Mary Alexander moves the minutes of 1/8/08. Bill seconds, motion passes. Mary Just Skinner abstains.

The Board has been asked about selling the former Morse property. It is pre-mature to discuss selling at this time.

Renewal application for Vermont Constables Association Membership

Motion: Bill moves to approve \$250 from the Milford Leonard Scholarship Fund as requested by Martha Israel, Rumney School Nurse, for Kurstin King to attend the Pease Farm winter horsemanship camp. Mary Alexander seconds, motion carries.

Motion: Bill moves approval of an overweight permit for Allen Lumber Co., Inc. Mary Alexander seconds, motion carries.

All orders signed.

Correspondence:

VLCT – Select Board Institute 3/22/2008

Weekly Legislative Report

Copy of Purchase and Sale Agreement for Lot#4, Welch Park Subdivision, Route 2, Middlesex, VT which has been sent to Fairhaven Dunes, Inc. for signature.

Vermont State Police summary contract for December 2007

VLCT News

2007 Town Service Report from Central Vermont Home Health & Hospice

Overview letter from Jill Tucker, Humane Enforcement Consultant for Vermont Humane Federation

Meeting adjourns at 8:55 pm.

Respectfully Submitted,

Cindy Carlson

Assistant to the Middlesex Select Board

Approved

Minutes of the Middlesex Select Board Meeting of: 2/26/2008

Present: Peter Hood, Mary Alexander, Mary Just Skinner, Bill Callnan, Cindy Carlson, Dorinda Crowell, Mark Tillinghast

Meeting called to order at 6:00 pm

Motion: Bill moves approval of the following overweight permits: McLure Moving & Storage DBA Excel Transport Inc., ST Griswold & Co. Inc., Arnold L. Withers DBA A. Withers Trucking, Ultramar HomEnergy, Lajeunesse Construction, Inc., Kingsbury Construction Co. Inc., Bourne's Inc./Propane, Pike Industries, Inc., Western Pulpwood Sales, Inc., McCullough Crushing, The Hartigan Co., and Hayward Trucking. Mary Alexander seconds, motion carries.

The Board discusses the proposed purchase and sale agreement for Lot#4 at Welch Park. Two members of the Board have concerns about purchasing the lot as a separate transaction from a fire station and owning the land if the fire station is not approved in November, 2008. Bill gives a summary of the process the Building Committee went through to make the recommendation to purchase the land.

Correspondence

VLCT Newsletter

VLCT Weekly Legislative Report

Central Vermont Regional Planning Commission News Brief

Notification from Dubois & King, Inc. that the Town of Rockingham was the winner under Dubois & Kings Half Century Celebration

George D. Aiken RC&D Council newsletter

Meeting adjourns at 7:00 pm to hold the Town Meeting Informational session.

Select Board meeting reconvenes at 8:35 pm.

It was pointed out to the Board that the article to purchase the land at Welch Park states the purchase will be during the 2007-2008 budget process.

Motion: Bill moves to proceed with the purchase and sales agreement as written with a closing on 4/4/08 subject to the revote condition. Mary Alexander seconds,

Dick Alderman, from the Building Committee, spoke to the board via phone and stated that the purchase price of the land is a fair price and if the fire station bond vote is not approved in November, the land can be sold.

The intent of using Australian ballot for the purchase of this land is to get a broader vote from town residents. There is discussion of closing after the town votes on a proposed fire station. It is the feeling of the Building Committee that the current property owners will not wait until November for a closing date. The current property owners did indicated they would be placing the land on the market if the Town did not pursue the purchase. There is discussion of the Board taking over the dry hydrant project.

Three vote yes, one votes no. Motion carries.

The purchase and sale agreement for Lot #4 at Welch Park is signed. Peter will have June issue the deposit check and send the agreement to the Town Attorney's office.

Meeting adjourns at 8:58 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Middlesex Select Board

Approved

Minutes of March 11, 2008

Present: Walter Kelley, Peter Hood, Mary Alexander, Mary Just Skinner

Meeting called to order at 6:30 pm.

Motion: Mary Skinner move Peter Hood as Chair, Walter seconds, motion carries.

Motion: Mary Alexander moves to give Peter Hood Chair Person Status, Mary Just Skinner seconds, motion carries.

Motion: Mary Alexander moves Mary Just Skinner as Vice Chair, Walter seconds, motion carries. Mary Just Skinner abstains.

Motion: Mary Alexander moves the Board meetings will be held the 2nd and 4th Tuesday of each month at 6:30 pm. Walter seconds, motion carries.

Motion: Mary Just Skinner moves the Times Argus will be the paper of record. Mary Alexander seconds, motion carries. Walter abstains

Motion: Walter moves to appoint Gary Lamell, as Road Commissioner. Mary Alexander seconds, motion carries.

The Board discusses the list of vacant positions: two Auditors, one Budget Committee, one Wrightsville Beach, one Planning Commissioner, one Board of Adjustment. An ad will be placed in the paper for the vacancies.

Motion: Mary Just Skinner moves to appoint Neely Washington as Town Service Officer, Anita Krauth as representative to Central Vermont Solid Waste, Ron Krauth as representative to the Central Vermont Regional Planning Commission, Deb Craddock as the interim representative to the Wrightsville Beach Committee and Charlie Merriman to the Board of Adjustment. Walter seconds, motion carries.

The Board discusses formation of a telecommunications committee. There will be further discussion with the Town Meeting Solutions Committee. Mary Just Skinner has gathered names of residents interested in serving on the committee.

The Board has been asked to appoint a YMCA organizational representative. An ad will be placed in the paper looking for a representative.

Motion: Walter moves to approve the 2008 Town Meeting minutes. Mary Alexander seconds, motion carries.

Motion: Mary Alexander moves approval of the 2/12/2008 minutes as amended. Mary Skinner seconds, motion carries. Walter abstains.

Motion: Mary Just Skinner moves to approve the minutes of 2/26/2008. Mary Alexander seconds, motion carries. Walter abstains.

The Board discusses the status of the land purchase at Welch Park. The signed Purchase and Sale Agreement has not been received back from the property owner to date.

Motion: Mary Just Skinner moves to appoint the following members to the Board of Adjustment: Roger Hirt, Walter Kelley, Scott Merrill and Dennis Nealon subject to their agreement to serve. Walter seconds, motion carries.

Motion: Mary Just Skinner moves to appointment John Lincoln as Zoning Administrator. Walter seconds, motion carries

The Board has been notified that the appeal submitted by the Town for the Common Level of Appraisal was denied by the State.

Motion: Walter moves to approve the following Overweight Permits: Champlain Construction, Hutch Crane and Pump Rental, Duane Wells Construction, Newport Sand and Gravel, Carroll Concrete, Tomco Excavating, Rice Lumber and Richmond Home Supply. Mary Just Skinner seconds, motion carries.

The Board received the Town's Bridge Report from the State of Vermont. The report was left for Gary's review.

All orders are signed.

Meeting adjourns at 8:30 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Middlesex Select Board

Approved

Minutes of the March 25, 2008 Select Board meeting

Present: Bill Callnan, Don Wexler, Mary Just Skinner, Mary Alexander, Peter Hood, Cindy Carlson, Lise Wexler, Russ Bennett

Meeting called to order at 6:40 pm.

Don & Lise Wexler and Russ Bennett – Camp Meade Complex

A site design was presented to the Board showing future potential use of the Camp Meade location. It is the hope of the owners to enhance the front of the building, add a second story and perhaps a bike lane. They are thinking about having the cabins available to artists as studios and possibly incorporate this type of use to future building space. The Select Board is pleased to see this site being improved.

Gary Lamell, Road Commissioner

An invoice from Walker Motors has been submitted for repairs to one of the town trucks. Gary reports that unauthorized repairs were completed by Walker Motors which normally be done by the town crew. These repairs would have been made after mud season and it would have cost the Town \$600, the Walker bill was for \$1300. The Board will authorize to pay \$600 less on the Walker Motors invoice. Gary will draft a letter to send with the payment to Walker Motors.

Motion: Mary Alexander moves to approve as submitted by Gary Lamell, Road Commissioner, the Annual Financial Plan for Town Highways in the amount of \$436,813. Bill seconds, motion carries.

Gary submitted a grant agreement with the State to reclaim, grade and pave 1.2 miles of Shady Rill Rd., in the amount of \$168,780.

Gary submitted a town bridge report for Putnamville, Woods Road Bridge and McCullough Road.

Other Business

Bill updates the Board on the Building Committee's meeting. The Committee feels that some additional work should be done in the design process in order to apply for site permits. The additional cost would be around \$14,000. It is also recommended that EH Danson proceed with obtaining an estimate of construction from their outside estimator.

Motion: Mary Alexander moves to authorize the Building Committee to proceed with additional design work for the proposed Fire Department. Bill seconds, motion carries.

The Board was asked by the Building Committee to continue to communicate through Cindy with any questions on the project.

The Board authorizes Peter Hood to sign at the closing on behalf of the Town of Middlesex for the purchase of Lot#4 at Welch Park.

Motion: Bill moves to approve the Capital Improvement Note from Chittenden Bank in the amount of \$115,000 at 2.85% interest for the purchase of land for a new fire station at Welch Park. Mary Alexander seconds motion carries.

Motion: Mary Alexander approves the following overweight permits: Haskins & Sons Concrete, Scott Brown Trucking, Gillespie Fuels & Propane, Inc, Randolph Coal & Oil, Sundown Corporation, Donald Giroux's Trucking, LLC, Burnett Contracting, Dale E. Percy, Inc., R. P. Frost, Inc. dba Vermont Well & Pump, Darcy nelson, Bill seconds, motion carries.

Motion: Mary Just Skinner moves to appoint Tammy Nye as Health Officer and Elizabeth Fortman as alternate Health Officer. Mary Alexander seconds, motion carries.

Health Officer Recommendation Form was completed.

All orders are signed

Correspondence

Vermont Rural Fire Protection Task Force calendar of events

VLCT Weekly Legislative Report

Notice of Preservation Conference, May 2, 2008.

Notice of "Town Meeting on the Economy" April 5, 2008

Notice from Old Maps concerning Historic Roads Compilation Map

VLCT News

Notice from VLCT "Select Board Institute" workshop

Notice from Central VT Solid Waste meeting 4/1/08 "Cooling the planet with zero waste"

Central Vermont Regional Planning Commission meeting February 26, 2008

VLCT notice of Intersection of Local Planning and Act 250

Peter reports that the landfill in Moretown is going to install a generator to sell to power to Green Mountain Power.

Meeting adjourns at 8:10 pm.

Approved - Minutes of the Middlesex Select Board Meeting 4/22/08

Present: Peter Hood, Bill Callnan, Mary Alexander, Cindy Carlson, Mark Tillinghast, Jason Merrill, Dick Alderman, Gary Lamell, Don Wexler

Meeting called to order at 7:13 pm.

The Board discusses potential locations for the next dry hydrant grant application. It was determined to submit Shady Rill as the location.

Dick Alderman, Historical Society – The Historical Society has determined that it will not be possible to use the train station as a location for the Historical Society, due to parking and septic issues. The Building has also had damage to the roof and it would be a considerable expense to repair. The historical Society wanted the Board to be aware of the situation with the building.

In his capacity as a member of the Building Committee, Dick has been asked by Whiteout owner of Lot#3 in Welch Park, if the Town will be taking over the maintenance of the road in Welch Park with the construction of the fire station. It was suggested that lot owners within Welch Park share expenses.

Gary Lamell, Road Commissioner

The trucks are in good operating condition. Discussion of the condition of the roads: there are 4-5 roads that continue to need constant attention. Gary is staying within budget, and doesn't expect to go over. The Board discusses moving funds from the discretionary balance into the Highway Department to help cover the expense of additional winter sand for the past winter.

The Board discusses the e-mail from Alan Stoddard, Walker Motors concerning the unauthorized repairs to the truck while in for service.

Don Wexler, - Camp Meade Complex

Don asks the Board how the area across from Camp Meade complex is cleaned of sand. Don has also discussed this with Sticks & Stuff, as they would like to let people sit in front of the café. The Town has never swept the areas accept by hand when they can and has used Dubois in the past. The Board also discusses renting a small sweeper too.

All orders are signed.

Motion: Mary Alexander moves to approve the 2008 Liquor License renewal application for Middlesex Country Store. Bill seconds, motion carries.

Overweight Permits

Motion: Bill moves the following overweight permits:
Black Rock Coal, Inc., Gregory A. Bartlett, R. E. Vize Mobile Home Trans., LLC,
Limlaw Chipping & Land Clearing Inc., Charles LePage, B&R Powers Trucking, LLC,

G. W. Tatro Construction Inc., RG Paving, Inc., Green Mountain Heritage, Inc., John A. Picard John's conditional on correct certificate. Mary Just Skinner seconds, motion carries.

Motion: Bill moves approval to ratify the following Overweight Permits that were signed on April 9, 2008: Camp Precast Concrete Products, Jonathan Beebe, Griffin & Griffin Excavating, Inc., Newton Construction, LLC, Amerigas Propane, LP, Cox Trucking, Inc., EE Packard Enterprise. Inc., Curtis Lumber, Harrison Redi-Mix Corp., Jack F. Corse, Inc., Walker Construction, Inc., Green Mtn. Power and Barrett Trucking, Inc.. Mary Just Skinner seconds, motion carries. .

June Lakin, Town Clerk, received an inquiry from Enrique Bueno/Yvonne Strauss of East Hill Road who are interested in having a dry hydrant installed in a pond on their property.

Correspondence

VLCT notice of TULIP Program (Tenant User Liability Insurance Policy)

VLCT News

LVCT Legislative Action Alert concerning the PILOT Funding

Central VT Regional Planning Commission RE: Accident or high risk road locations on rural roads

VT State Police summary report for March 2008

Flyer from FB Environmental

Central VT Economic Development letter concerning space for lease or sale

Motion: Mary Just Skinner moves to appoint the following vacancies:

Budget Committee - Shawn Fielder, Auditor - Joanne Hull and Scott Harrower, Board of Adjustment - Charlene Bohl, Conservation Commission - Dave Shepard, Planning Commission - John Krezinski, Wrightsville Beach Coordinator - Jane Dudley. Mary Alexander seconds, motion carries.

Meeting adjourns at 8:35pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of 5/13/08 Middlesex Selectboard meeting

Present: Bill Callnan, Mary Just Skinner, Cindy Carlson, Mary Alexander, Peter Hood, Barry Goodman

Meeting called to order at 6:31 pm.

Motion: Mary Alexander moves to approve the minutes of 4/22/08. Bill seconds, motion carries.

Other Business

Barry Goodman addresses the Board. Barry and Mary Just Skinner attended a Moretown-Middlesex By-Ways meeting. A grant has been received to install an information kiosk in Middlesex. Possible locations were discussed: the corner of the former Morse property on Route #2, Camp Meade property or at the Town Hall. The Board is in agreement that the kiosk should be placed at the front of the Town Hall. Barry will check on ownership of the kiosk and who will maintain the building. Barry has also received notification that there will be enhancement funds available for 2009. Barry asks if he can submit a letter of intent for a potential grant for the village calming project. The Board is in support of submitting the letter but wants to be involved in the grant process. Barry asks about the possibility of using the Morse property for a park under the Enhancement Grant. The Board discusses the expense of maintaining such a park. The Board would like to have the option of selling the former Morse property in the future. The Board is willing to explore all of these options; however, traffic calming is the first priority.

The Board discusses the approval that has been received from the Vermont Housing and Conservation Board for funding for the purchase of the Ott/Stead property which will be placed into Conservation. There will be additional information from the Planning Commission at a future meeting.

Peter has had further discussions with Fairpoint about use of the fire pond and hydrants at the Welch Park to allow the new fire station to have a sprinkler system. There will be further discussions.

The Town has received a copy of Act 250 Application for the Welch Park Property.

A letter was received from Thomas N. Wies concerning damage to his mailbox by town equipment in March, 2008.

An invoice from EH Danson Architects in the amount \$5,827.46 was added to the orders.

Motion: Bill moves to approve a Driveway permit for Jessie & Paul Alfaron that has been reviewed and recommended by Gary Lamell, Road Commissioner. Mary Alexander seconds, motion carries.

Application to operate a junkyard from Bolduc Auto Salvage, Inc. needs to be completed and signed prior to approval.

Mary Alexander updates the Board on the progress of the ancient roads project.

Overweight Permits

Bill moves to approve the following overweight permits: Steve Wilder, Wilder Trucking, Paul C. Garcia, JE Lowe Construction Inc., Shatney & Sons Trucking, Ray LaPerle, Hutchins Brothers, Inc., Ray Hickory, Jr., Bolduc Auto Salvage, Tim Stone Trucking
Mary Just Skinner seconds, motion carries.

Correspondence

Health Officer re-appointment form

Notice from Assistant Chief, Christopher Alger, stating the members of Capital West agreed to stay with the City of Montpelier for dispatching of Emergency Services. The cost of the service will increase to \$132,000 for 2009 from \$52,000.

Letter of introduction from Culver Rehabilitation Services

Letter from APP GAP – Green Mountain Stage race will be held 8/30/2008.

Copy of “Wastewater Solutions for Vermont Communities”

VLCT News

Central Vermont Regional Planning Commission Transportation Advisory Committee

Weekly Legislative Report

VLCT – notice of seminar “Hot Topics and Trends in Municipal Personnel Administration”

Notice from Vermont Rural Fire Protection of an upcoming Insurance Servicing Organization workshop June 21, 2008.

VLCT notice of “Conducting Effective Property Tax Appeals”

Meeting adjourns at 7:40 pm.

Approved

Minutes of the Middlesex Select Board Meeting of May 27, 2008

Present: Bill Callnan, Cindy Carlson, Mary Alexander, June Lakin, Mary Just Skinner, Peter Hood, Gary Lamell, Dave Shepard, Bill Rossmassler

Meeting called to order at 6: 33 pm.

June Lakin, Town Clerk

The latest financial report was reviewed and discussed. June will continue to monitor the financial report and be sure all invoices are submitted prior to 6/30/08.

Gary Lamell, Road Commissioner

The highway budget is reviewed with Gary. A few resumes have been received because of the advertisement for the opening in the highway department. VLCT is looking at putting together a guaranteed price for fuel, which may help with the cost of fuel in the upcoming year. Ideas are discussed with Gary to help cut the cost of fuel, such a looking at its plowing routes, or hiring outside companies with larger trucks for hauling, waste oil furnace, also to talk with other towns for their strategies. Gary recommends when salaries are reviewed for the next budget period regular time and over-time be looked at separately, as this year's budget does not reflect enough for overtime. Other towns separate out regular pay from overtime pay. Gary has not decided if he will be able to go to 4 day weeks this summer, he will make a decision at a later date.

Peter looked at the mailbox belonging to Weis. It appears that the mailbox could have been damaged by the backhoe. The policy has been that if a resident contacts Gary, he will replace the mailbox with a standard mailbox. A letter will be sent with a payment of \$50.00 which is what Gary feels it costs the town to replace a damaged mailbox.

Motion: Mary Alexander moves to approve the minutes of 5/13/08. Bill seconds, motion carries.

All orders were signed.

Other Business

Bill reports that the building committee met last week. Concerns were made by the energy committee that the ACT 250 application indicated a heavy load would be drawn for electricity. The energy team has asked the building committee how much the cost of energy will increase over the next several years. E. H Danson will be ready by the end of next week to put the fire station job out to the estimator. It was decided to look at the metal siding as a base and the cement board as an alternate. The Board discusses how to communicate with residents about the project. It was agreed to have a town wide mailing to include an informational piece.

A certificate of approval for a location of a junkyard for Bolduc Auto Salvage was received. The Board discusses how long to give the permit for, 3, 4 or 5 years. It was agreed to issue the permit for 4 years. **Motion:** Mary Alexander moves to approve the certificate for a junk yard for Bolduc Auto Salvage for a period of 4 years. Bill seconds, motion carries.

Overweight Permit Motion: Mary Alexander moves approval of the overweight permit for Robert Morris. Bill seconds, motion carries.

The Health Officer Appointment form is signed.

State Police contract expires 6/30/08. They would like to know if the Board wants the contract altered. The Board agrees that the amount will remain the same at \$5,000.

Conservation Commission

Bill Rossmassler, Dave Shepard. The Board congratulates the Conservation Commission on the approval of the conservation grant to purchase the Ott/Stead property. There will be an information meeting May 28th at the Red Hen on the project. There is approximately \$28,000 that will need to be raised. They would like to be able to close on the property sometime during August / September 2008. Vermont Land Trust will assist with the fund raising efforts needed to complete the sale. The committee who put this project together will be asked to submit to the Town a letter of support for the contribution of \$12,000 from the Town Conservation Fund. The Board would like a firm deadline for expense of the grant funds and a deadline for the closing. Related to this project is the adjacent property that the Town already owns. The Conservation Commission wants to know if the Board would include these properties with the Ott/Stead project and could easements be given on these adjacent properties. The Board wants to be sure that use of all of this land is set in place in the beginning of the project. The Board would like a presentation of their options, and they would like to know what other towns have for documents for similar town forests. The adjacent property owner is also interested in putting their land into conservation and are willing to sell their land to the Town as Phase II. The Board advises Bill Rossmassler and Dave Shepard about their excitement with this project.

Correspondence

Agenda for Central VT Regional Planning Commission Advisory Committee Meeting
5/27/08

Central VT Regional Planning Commission Newsbrief

Model Low Impact Development Stormwater Management Bylaw from VLCT

VLCT 2009 Legislative Policy Development

Letter from Middlesex Energy Team inviting members of the Select Board and Building Committee to their meeting of 5/21/08.

Summary data for the month of April 2008 from the VT State Police

Newsletter from Watershed to Well

Notice from the VT Rural Fire Protection Task Force concerning our application for a dry hydrant grant was denied.

Meeting adjourns at 8: 40 pm.

Respectfully submitted,
Cindy Carlson,
Assistant to the Middlesex Select Board

Approved

Minutes of the Middlesex Select Board June 10, 2008

Present: Peter Hood, Bill Callnan, Mary Just Skinner, Cindy Carlson, June Lakin, Gary Lamell, Mary Alexander, John Lincoln, Dick Alderman, Karen Greenwood, Duncan Nichols

Meeting called to order at 6: 35 pm.

June Lakin, Town Clerk

The financial report was reviewed through the period of 6/10/2008. **Motion:** Bill moves to amend the motion on the un-reimbursed grant advance for the Fire Department from the 2/12/2008 minutes to read: The Board agrees to split the Fire Department Grant Expenditure of \$8740.58 60%, (\$5,244.35) for the Fire Department and the Town 40% (3,496.23). Mary Alexander seconds, motion carries. The Recreation Department requested that any funds left over in this year and in future years, be put aside for re-pavement of the tennis courts. The Board discusses using funds from the Wrightsville Beach to start such a fund. The Board discusses the policy for property tax sales. Peter will contact Attorney, Liz McGill regarding pending tax issues.

Gary Lamell, Road Commissioner

Gary reports that Carl French is no longer employed with the Town. There have been 3 resumes received to date for the position on the highway department. Gary's financial report was reviewed.

Middlesex Listers – Dick Alderman, Karen Greenwood, Duncan Nichols

Dick Alderman was contacted by Sticks & Stuff to discuss the condition of the train station building. Sticks & Stuff is willing to give the building away and is willing to give it to the Town. They are concerned that if the building is not taken down by winter it could possibly collapse. The Historical Society is working on a potential grant for restoration of this building.

The Listers and Board discuss a town wide reappraisal. The Common Level of Reappraisal came in last year lower than 1/10th of what is required. The Listers have obtained estimates for an update to the previous appraisal. The cost is \$25.00 per parcel for a partial appraisal or a full appraisal at \$75.00 per parcel. There are about 800 parcels in town. The Board asks if the Town should go to the State and discuss the current real-estate situation. The Listers are concerned that they will need to contract with an appraiser soon or it will be difficult to hire some one for next year. The Board would like to know what the penalty is for falling below the CLA requirement. The last appraisal was completed in 2004. The Listers feel that the value of land is not accurate in town. The Listers are asked to get a description of what the partial appraisal update entails and what the penalty will be if the town isn't brought back into compliance with the Common Level of Reappraisal.

The Board discusses advertising for a Lister's position as Duncan Nichols will be retiring from this position. An ad will be placed in the paper.

All orders were signed.

Motion: Bill approves to approve the following overweight permits: Overweight permits: Henry A. Lague Jr., Jewell Transport, Inc., Mobile Mini, Inc., Central VT Solid Waste Management District, Cardinal Logistics Management Corp., G.M. Bowen Excavating Contractor Inc. Mary Alexander seconds, motion carries.

John Lincoln, Zoning Administrator

A subdivision request on Culver Hill Road by Clayton F. Hewitt was discussed. A new right of way to access lots 4 & 5 is needed. **Motion:** Mary Alexander moves to authorize John Lincoln to approve the subdivision permit for Clayton F. Hewitt, Bill seconds, motion carries.

John reports that the number of building permits is less than previous years, but there are more sub-division permits.

June asks about the status of the ancient roads study. When the work is completed by the Town, the Conservation Committee will inspect the results and make a recommendation to the Select Board. There is discussion of what will need to be documented in Town records. The Town has until 2010 to complete the study.

Motion: Mary Just Skinner moves to approve the minutes of 5/27/08. Bill seconds, motion carries.

The Board discusses the closure of the Route #2 Bridge, the effect of traffic use of the interstate.

Correspondence

State of Vermont notice of 2009 Municipal Park and Ride Grant Program

VLCT News

Notice from Timberline Events that they will not run the relay through Middlesex due to the closure of the bridge on RT 2.

VLCT 2008 Legislative Wrap-up

Notice from Central Vermont Regional Planning concerning adopting a local pre-disaster mitigation plan.

Bill reports to the Board on behalf of the Building Committee the results of the feed back from the independent estimator concerning building costs for a new fire station. The

estimate is coming in higher than expected, so EH Danson is in the process of obtaining a second opinion and will have further discussions with the estimator.
Meeting adjourns at 8:10 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of the Middlesex Select Board Meeting of July 8, 2008

Present: Mary Just Skinner, Mary Alexander, Cindy Carlson; Peter Hood and Bill Callnan – by phone

Meeting called to order at 6:30

The Municipal Tax rate worksheet was reviewed and discussed.

Motion: Peter moves to set the municipal tax rate at .48. Bill seconds, motion carries.

The Board discusses when the next meeting should be held either the 15th or the 22nd. It was decided to meet on July 22nd.

Bill and Peter left the meeting.

All orders are signed, Bill and Peter will stop at the Town Hall at a later date to sign the orders.

The following items will be ratified at the next meeting of July 22, 2008:

The Pike Industry Contract was signed for resurfacing Shady Rill Road, 1.2 miles, as recommended by Gary Lamell, Road Commissioner.

The application for High Risk Rural Roads Program Funds was signed as recommended by Gary Lamell, Road Commissioner.

Meeting adjourns at 7:00 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Select Board

Approved

Middlesex Select Board minutes of the July 22, 2008 meeting

Present: Bill Callnan, Mary Alexander, Dick Alderman, Karen Greenwood, Cindy Carlson, Duncan Nichols, Mary Alexander, Peter Hood, Steve Martin, Gary Lamell, Bill Rossmassler, Barry Goodman, Dave Sheppard, Mark McEathron

Meeting called to order at 6:33 pm.

Middlesex Listers – The Board and Listers discuss the funding available to conduct a new appraisal. Currently there is \$48,700 in the re-appraisal fund and the Town will ask for \$8,700 for 2009-2010 budget. The Town has obtained a proposal from Lewis Appraisal Service to conduct an upgrade for \$22,250 and a complete re-appraisal for \$66,750. The life expectancy of a full appraisal is around 10 years. The Board discusses the effect of a partial appraisal and the possibility of doing an equitable increase in land values. The re-appraisal would be for the 2010 grand list.

Motion: Bill moves to hire Lewis Appraisal Service for an upgrade appraisal for the 2010 Grand List. Mary Alexander seconds. Two vote yes, two vote no.

There is further discussion of doing an equitable increase for land values across town versus doing a partial inspection. The Board agrees that doing a land increase is not a fair approach and has mixed feelings on a partial upgrade. There is concern that only property that has sold in the past 3 years or property that the Lister's know of will be inspected with the upgrade approach.

Motion: Bill moves that Lewis Appraisal Service complete the upgrade appraisal, Mary Alexander seconds. Two vote yes, two vote no.

The Board is concerned if they do not make a decision, they will lose the services of Lewis Appraisal Service. Dick Alderman called Richard Lewis and he agreed to meet with the Board 8/12/08 for further discussion. He advised that he would honor the proposed contracts.

Steve Martin – Steve is concerned about speeding in town, not only on the Center Road, but in other areas of town. The Board explains the current contract with the State police for speed enforcement and the traffic study that was completed. The Board would like to have more speed enforcement and have advised the State Police of the specific areas to be patrolled. It was decided to ask the State Police to a Board meeting for further discussion. The Board discusses talking with the Washington County Sheriff's Department for speed enforcement.

Gary Lamell, Road Commissioner

Gary presents the Board with the cost of the repaving Shady Rill; the cost has increased by \$18,200 since the original estimate. Gary will adjust other projects in his budget to

cover the cost. Gary suggests not hiring a new employee for the Highway Department until October. He does have 3 resumes from the advertisement. The Board decides to re-advertise for the position again.

Motion: Bill moves to ratify the Pike Industries, Inc. contract for resurfacing 1.2 miles of Shady Rill Road. Mary Just Skinner seconds, motion carries.

Motion: Bill moves to ratify the Application for High Risk Rural Roads Program funds total cost of the project is \$37,441.84. Mary Alexander seconds, motion carries.

Gary has started to look for a new truck, he will report back on his progress at a future meeting.

Conservation Commission

The Board reviews the funding recommendation letter for the purchase of the Ott/Steed property.

Motion: Mary Just Skinner moves to approve \$12,000 be taken from the Middlesex Conservation Fund for the purpose of meeting the Town share of the cost to purchase the Ott/Steed property with the intent of creating a town forest. Mary Alexander seconds, motion carries.

The Conservation Commission hopes to raise 75% of the required funds by mid-August. The Conservation Commission would appreciate any names the Board can provide for fund raising and any help in the fund raising process. The Board will be provided copies of the working contracts for similar town forests in the surrounding area. Anticipated closing date of the property will be September or October. A Town Forest Stewardship Guide was given to the Board.

Motion: Mary Alexander moves to sign the Memorandum of Understanding with the Vermont Land Trust for the Forest Conservation project. Bill seconds, motion carries.

Yestermorrow has built the information kiosk and at a lower cost than anticipated. The Conservation Commission would like to ask help from the Highway Department for installation of the kiosk. A site plan of the Town Hall property has been asked for, to the best of the Board's knowledge, there is no site plan available, but one could be provided. Gary will provide the site plan to the Conservation Commission. John Lincoln will be contacted to see if a Middlesex permit is needed. Some towns have sold space on the kiosk to help with the costs of maintenance. It was suggested that a list of the businesses located in town be notified about the kiosk.

The Conservation Commission has reviewed an estimate and they broke out items they feel would qualify under the VTrans Grant. The Commission is asking the Board to reapply for a grant under the VTrans Grant for Village Enhancements. This grant program will not approve traffic calming projects. The grant application has an August deadline. The Board would like the project to set priorities, and is concerned about

requesting funds to install sidewalks. The Board does not have the equipment to maintain sidewalks and given other expenses residents incur the Board is concerned about increasing the town budget. The estimate provided for this project is two years old and the Board would like current costs from the Commission. The lighting, cross walk, gateway signs and box beam guardrail should be included in the grant application, but not installation of sidewalks. The Board agrees if there is a park on the former Morse property and if there is additional pedestrian traffic in the Village sidewalks will be considered in the future.

A public meeting needs to be held for this project, it was decided to hold it at 6:00 pm on 8/12/08.

Other Business

Motion: Mary Just Skinner moves the minutes of 7/8, Bill seconds, motion carries.

The Board discusses having the Town Hall cleaned by a cleaning company. It was agreed that someone could be hired to do this on a weekly basis, but that they need to carry liability insurance. The Town Clerk's office will be advised.

Motion: Mary Alexander moves to approve the Overweight permit for W.B. Rogers, Inc. Mary Just Skinner seconds, motion approved.

Motion: Bill moves to approve the Washington Electric Cooperative permit for work on East Bear Swamp Road and Town Highway #15. Mary Alexander seconds, motion carries.

The Board has received an estimate from Dick Picard for repair painting to the Town Hall. The Board agrees to have Dick complete the work and he will be asked to give an estimate to rent a lift to complete spot painting on the tower of the town hall.

Correspondence

Letter of resignation from Duncan Nichols as a Middlesex Lister

Letter from Sandra Bettis concerning the tax collection policy – a letter will be drafted

Copy of application for a Certificate of Public Good for Internconnected Power Systems for Janet Heyman – no action will be taken.

Meeting adjourns at 9:30 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Select Board

Approved
Minutes of 8/12/2008 Middlesex Select Board

Present: Bill Callnan, Dick Aldermen, Barry Goodman, Mary Alexander, Peter Hood, Cindy Carlson

Public Meeting for the Transportation Enhancement Grant called to order at 6:10 pm

Barry presented the Board with a preliminary and final engineering and construction project narrative, which the Board reviewed and discussed. Barry has met with Ernie Englehardt from VTrans concerning the project. The Enhancement Grant seeks funds for preliminary and final engineering and construction for the following:

Shoulder width changes to enhance safety for bicyclists and pedestrians along Route 2 through the Village and to replace guardrails at the culvert with new box beam constructed guardrails.

Construction of a Bus Stop Shelter

Gateway enhancements at the three main village entrances.

Village lighting was not included with this application as Barry was advised if sidewalks were not part of the project that VTrans would not favor lighting.

There is a 10% match for this Grant. A final cost for the three items has not been finalized to date.

Select Board Meeting

Present: Bill Callnan, Dick Alderman, Mary Alexander, Peter Hood, Cindy Carlson, Mary Just Skinner, June Lakin, Karen Greenwood, Rich Lewis

Called to order at 6:25 pm

June updated the Board on the status of the elections to be held in September and November. June will work with Bill Yacavoni regarding balancing the checkbook.

The Board discusses the possibility of holding a BCA meeting at the next meeting 8/26/08.

The Board discusses the process of collecting delinquent taxes. There will be further conversations with the delinquent tax collector in the fall. Currently December 31 is used for the last payment date for the delinquent tax report printed in the Town Report. Due to printing deadlines, it was decided to continue to use this date.

A letter has been received from Telcove Co, regarding their 2006 taxes. The Listers will research and provide additional information at the next Board meeting on 8/26/08 to see if a Board of Abatement meeting needs to be held.

Middlesex Listers – Rich Lewis, Lewis Appraisal Services

Rich gives an overview of the process of doing a full re-appraisal versus an upgrade appraisal. He said the Town would receive a good quality appraisal with either option. As part of the process, a current market study is completed to develop a base of property and land values. In an up-grade, depreciation is applied and recent property sales are reviewed as well as any property the Listers are aware that substantial changes have been made. Rich recommends not going any further between full appraisals than 10 years. The Town completed an appraisal in 2004 so the next full appraisal should be done in 2014. This would mean if a partial upgrade were done for the 2010 grand list a complete appraisal should be done in 2014. Regulation prohibits two upgrades being done in a row.

In Rich's opinion the only downside of not doing a full inspection now is that you might have more appeals and then inspections have to be conducted on those properties. The market is still uncertain at this point and a new appraisal would be based on the last 12-18 months of market sales. Rich would put more emphasis on 2009 sales than 2007-2008 in conducting a new appraisal. The Listers feel they have caught changes that have been made in property values and they will have additional time to do further adjustments for the April 2009 grand list. Rich is able to give the Town a discounted rate since he did the last appraisal himself. He feels comfortable he can stay within his costs.

The Board is concerned with the timing of this process, due to the condition of the market and due to slower property sales. The Board was very pleased with the work that was completed in the past by Rich. Revised contracts for both the upgrade and full appraisal service were given to the Board for review.

Motion: Bill moves to do a partial upgrade appraisal for the 2010 Grand List. Mary Alexander seconds. Motion approved three to one.

The contract will be reviewed and signed at the next Board meeting.

Vacant Lister position – The Lister's meet with four candidates. There is discussion of hiring an assistant to do computer work and appointing a Lister to work out in the field. The Board has to keep the Lister's budget in mind if this approach is used. Two of the candidates will be invited to the next Board meeting.

The Board discusses which attorney to use for the VT Land Trust project since the Town needs to hire its own attorney and cannot use the Land Trust's attorney. The Board agreed to use Tarrant, Marks & Gillies.

Motion: Mary Alexander moves to go into executive session to discuss a personnel matter. Mary Just Skinner seconds; motion carries. The Board goes into executive session at 8:05 pm.

Board comes out of executive session at 8:15 pm.

Motion: Mary Just Skinner moves to approve the driveway access permit for Michael R. Tirone. Gary Lamell, Road Commissioner, recommends approval of this permit. Bill seconds; motion carries.

The Grant Application for the State of Vermont for High Risk Rural Road Program was signed.

A Letter of Agreement for computer appraisal services for use of the Marshall and Swift Cost Tables until June 30, 2009 is signed.

Correspondence

Letter from Katharine Shapiro requesting a Board of Abatement meeting to be scheduled in November. The Board agreed to ask the Board of Abatement to schedule this meeting in November.

Letter from Sandra Bettis regarding the delinquent tax process

Letter of introduction from Vermont Off Highway Recreation Association

2008 recreational Facilities Grant Program application

2008 Human Services and Educational Facilities Grant application

Waterline news letter

Notice from Agency of Natural Resources concerning Dry Hydrant, Great Brook, McCullough Road – permit has been altered.

Town of Middlesex Enforcement Contract Summary for the month of June 2008

Vermont Public Records Act Compliance seminar 9/26/2008

Copy of public notice from the Planning Commission - they will continue a site plan review of the proposed site of a new fire station at Welch park on 8/20/08

Copy of Notice of Alleged Violation notice from Department of Environmental Conservation concerning General Services Complex located in Middlesex

Notice of Voting Delegates at the VLCT Annual Business Meeting

Copy of letter from VLCT concerning use of the Town Hall for VLCT Regional Events to be held at the town offices

Notice from Department of Environmental Conservation concerning application for coverage under General Permit #3-9015, proposed new fire station

Copy of letter from Water Quality Division regarding Authorization to Discharge Stormwater Runoff to the Town Clerk with a copy of public notice to be posted, proposed new fire station.

2008 Town Fair notice

VLCT News

VLCT Town Fair Awards Nomination Form

Letter from Policy & Planning Division concerning the Ancient Roads legislation

Update on the building committee – the art. Is going to put together a list of items together to go back to N&C with. The committee will meet again on 9/2/08. There is approximately \$50,000 difference in cost. Peter recently looked at the town garage and he feels improvements need to be addressed.

Meeting adjourns at 8:30 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Middlesex Select Board

Approved

Minutes of the Middlesex Select Board Meeting of 8/26/2008

Present: Peter Hood, Mary Alexander, Cindy Carlson, Mary Just Skinner, Lt. Paul White Jr., Steve and Darlene Martin, Walter Kelley – by phone, Gary Lamell, Karen Greenwood, Eric Young

Meeting called to order at 6:35 pm.

Lt. Paul White Jr. Vermont State Police Barracks Commander

The Board advises Lt. White that residents are concerned with speeding in town. Center Road, Shady Rill, Portal Road, Brook Road are examples. The Board is concerned that the state roads are the focus for the State Police and wonder if the State Police has enough time to enforce speeding for the town. Lt. White states the troopers are spending time on the back roads in addition to the state roads. If, after spending some time on the dirt roads, the trooper has not issued any tickets, he will then go to Route #2 or #12. The troopers feel like they are wasting the town's time if there are no tickets issued.

Lt. White states that he has 4-5 vacancies over the past 4 weeks. He is expecting to be back to full staff by January 2009. The speed enforcement for towns is voluntary time over and above the trooper's regular hours. It can be difficult to get volunteers since the troopers already are required overtime. The State Police have contracts with the Towns of Orange, East Montpelier and the bridge project on Exit 8. The Board has received a recommendation that they contract with the Sheriff's Department for speed enforcement. Lt. White states he would hate to see a change, but if the town is not happy with the service provided by the State Police he would understand. The Board discusses the contract; the number of hours and the total budget for enforcement. The Board is not concerned with how many hours per month is spent on speed enforcement but wants to cap the total annual cost at the \$5,000 approved by the voters. The Board is agreeable to carrying hours over into the following month. Paul asks if the Board is aware of the VT State Police Advisory Board, the Board is. Ron Morrissette has been appointed as a representative for Middlesex.

Gary Lamell, Road Commissioner

Gary presents the Board with an estimate to replace the one-ton truck from Walker Motors. The cost before trade in is \$42,037 and the trade in is \$13,000. The additional equipment estimate from Tenco is in the amount of \$25,859. Gary has looked into a truck upgrade, but it would be a full size truck close to \$100,000 in cost. Gary feels that anything bigger than the one-ton would be too large for some of the roads they have to go on. Expected delivery is 6-8 weeks.

Motion: Mary Alexander moves to approve the purchase of the 2009 Ford F550 with a plow from Walker Motors in the amount of \$42,037 less a trade in of \$13,000 and add on equipment from Tenco to the same truck for \$25,859. Walter seconds, motion carries.

Gary has obtained price estimates from Bournes, Foti Fuels, Irving Oil and Trono for diesel and fuel oil. When the furnace was serviced at the Town Garage, Gary was advised the firebox was burned out. An estimate to replace the furnace with two Modine units as been received for \$6,851.43, not including any electrical work from Bournes. A verbal estimate from St. Cyr plumbing in the amount of \$21,000 was also received.

Motion: Mary Just Skinnger moves to approve the Bournes Oil- Bounes Propane to install Modine units at the Town Garage without electrical work and the rental of a man lift in the amount of \$6,851.43. Walter seconds, motion carries.

Peter signs the Project Review Sign Off for Putnamville Bridge is signed as follows: The town has no comment on the content of the plans or on the constructability of the project as designed for the Middlesex BRF 0241(32) (VT 12 BR#32)

There is a tree near the cemetery on Center Road that is dead and needs to be taken down. The Town has used Capital Tree Service in the past. Gary will have the tree removed.

Bert Wendell is working in the sand pit screening sand for this coming winter. There should be enough sand from the Town's pit for this winter. The pavement of Shady Rill will start soon and there is some rip-rap that will be done soon also.

Walter leaves the meeting.

Karen Greenwood, Middlesex Lister

Eric Young is interested in the vacant Lister's position. Eric has 27 years experience as an appraiser. He currently doing some fee work on an occasional basis. He does not have a lot of experience with computer input, but is willing to learn they town system. Karen advises that Gloria Hobson is interested in taking the position as a clerk to the Listers. There are classes that are available for the computer training that Karen will check on.

Motion: Mary Just Skinner moves to appoint Eric Young as a Middlesex Lister until March 2009 and Gloria Hobson as clerk to the Listers. Mary Alexander seconds, motion carries.

The contract from Lewis Appraisal Services is reviewed and signed.

Motion: Mary Alexander moves the minutes of 3/11/2008, 3/25/2008, 6/23/2008, 7/8/2008, 7/22/2008, 8/12/2008, Mary Just Skinner seconds, motion carries.

The Board discusses the copy of Motion to Alter – Austin et al. Town of Middlesex dated 8/20/2008 – Peter will talk further with Paul Gillies regarding an appeal.

Jeff Stone has asked the Board if the Veterans exemption can be increased as an article on Town Meeting Warning. He suggests going from \$20,000 to \$40,000. The Board is

not sure how this number is arrived at. Some nearby towns have increased theirs. Cindy will call VLCT.

Cindy reported that June has accumulated approximately 51 sick days that she is currently using. June is accounting for her sick time.

A letter from Green Mountain Relay was received. The relay will be held 6/20/2009 from 11:50 – 6:25 pm. Notice returned to them that this date should be ok.

Motion: Mary Just Skinner moves to approve the Capital Equipment Refunding Note in the amount of \$59,677.00 for the 2006 Dump Truck. Mary Alexander seconds, motion carries.

Motion: Mary Alexander moves to approve the 2008 Liquor License Renewal Application for Red Hen Bakery. Mary Just Skinner seconds, motion carries.

July 2008 Vermont State Police Enforcement Contract Summary

All orders signed.

Correspondence

Investigating Animal Cruelty in Vermont 9/15/2008

VLCT The Dynamics of Group Consensus Building and Decision Making 9/16/2008

Vermont Downtown Conference 10/14/2008

Letter from Sandra Bettis concerning the delinquent tax process

2008 Better Backroads Grant application – Gave application to Gary Lamell

Meeting adjourns at 8:45 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Select Board

Approved

Middlesex Select Board Meeting of September 9, 2008

Present: Peter Hood, Bill Callnan, Cindy Carlson, Mary Alexander, Mary Skinner

Meeting called to order at: 6:35 pm

The Board discusses the decision of the law suit with Flanagan – Austin. The Town has asked the court for reconsideration. If the reconsideration goes against the Town it doesn't appear that it would be too expensive to appeal the decision. The Board discusses the possibility of asking VLCT to join in the appeal process since the decision would affect other towns in Vermont. Before any decision is made the Board would meet with the Town's attorney.

Bill has been asked about the possibility of a dry hydrant on property on Shady Rill. They own both sides of the brook and suggests it would be a great place for a dry hydrant since it is accessible. The property is going to go on the market and the property owner is willing to give an easement to the Town before it is sold so the town would have access for a dry hydrant. The Board is interested in pursuing this further. Bill will talk to the Fire Department about the location.

All orders signed

The Board received an e-mail from Susan Clark concerning the 2009 Town Meeting which is scheduled to be held at Rumney School. The Board will invite June and Susan to a meeting to discuss their help in making the transition to the school next year .

Correspondence

Pamphlet from Graybar – Government Purchasing Power

State of Vermont Judicial Report for June & July for Speed Enforcement

State of Vermont Judicial Report for June for Municipal Ordinance Violations

VLCT Notice of 2008 Annual Meeting of the Membership to be held on 10/2/2008

VLCT Proposed 2008 Vermont Municipal Policy

VLCT Election 2008 Issues

Notice of Open House from Engineering Ventures

Copy of VTRANS 2009 Enhancement Grant

Meeting adjourns at 7:00 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Select Board

Approved Minutes of Middlesex Board Meeting of September 23, 2008

Present: Bill Callnan, Cindy Carlson, Mary Alexander, Peter Hood, Gary Lamell, Mary Just Skinner

Gary Lamell, Road Commissioner

Gary submitted to the Board two grants for review, one from Better Back Roads for \$6,650 and another for \$78,082 to the Municipal Highway Stormwater Mitigation Program.

Motion: Bill moves approval of the grant application for Better Back Roads for \$6,650 to reshape ditching along the Brook Road, Mary Alexander seconds, motion carries.

Motion: Bill moves approval of the grant application to the Municipal Highway Stormwater Mitigation Program for \$78,820. It is understood that the Town will contribute \$15,616 for in-kind for this construction grant. Mary Alexander seconds, motion carries.

The new furnace has been installed at the town garage. Gary reports that FEMA has confirmed that there are funds available for reimbursement for some of the flood damage that occurred this summer. Gary is expecting approximately \$15,000 - \$20,000. One of the trucks is having some warranty work to the dump body. Gary has one candidate to talk to about the vacancy on the road crew. If the individual is not interested in the position, Gary will re-advertise. The Board discusses applying for a grant for a salt storage shed next year. There will be grant funds available to towns.

Walter joined the meeting by phone

Building Committee Update

Bill updates the Board on the process the Building Committee went through in deciding which proposal for a fire station to recommend to the Board. The committee is interested in a metal building with some modifications to the thickness of the walls and a more energy efficient roof. With the additional insulation to the metal building proposal, the committee expects the building costs to be around \$800,000. The ICF or frame building would be around \$835,000 to \$850,000. The metal building has more square footage and a mezzanine than the ICF or frame building. The Committee has met with Neagley & Chase, who is constructing a building in Welch Park now for a different client. Jason Merrill has been in touch with local contractors and he feels that the town will have some good bids with commitments for reduced costs and donated labor on plumbing, electrical, roofing etc. The committee recommends to the Board to ask the voters to approve a bond vote of no more than \$950,000 for the construction of a metal building by Neagley & Chase. This bond vote would include the loan payoff of the purchase of the land in Welch Park.

The Board asks about oversight of the construction process and if there are enough funds in the contingency to demolish the existing fire station. The committee did not address demolishing the existing fire station and has included contingency for a clerk-of-the-

works. The Board is not interested in maintaining the existing fire station if a new station is constructed. Some members would like to see the station removed as part of the process. The Board discusses the scope of the project. Bill reports that he believes Jason Merrill would be willing to work as clerk-of-the-works on the project. Policy decisions would be made by a committee. The Board would like the building committee to be involved through the design phase of the project. When the construction starts, the Board would appoint a clerk-of-the-works person with limited authority. Mary Just Skinner will check with VLCT to see if a member of the volunteer Fire Department acting as clerk-of-works representing the Board for the construction of a new town owned fire department building is a conflict of interest. The Clerk-of-the-Works is normally an hourly wage position and the amount of time spent varies on what is happening each day at the site.

Motion: Bill moves to approve the Bond request as recommend. Mary Alexander seconds. Motion carries.

Walter leaves the meeting.

Motion: Mary Just Skinner moves to approve the minutes of 8/26/2008. Mary Alexander seconds. Motion carries.

Motion: Bill moves to approve the minutes 9/9/2008 minutes. Mary Just Skinner seconds. Motion carries.

Bill reports that he discussed a location for a dry hydrant on Shady Rill Road with the Fire Department. The Fire Department has inspected this location in the past, and because it sits too far below the road, a road to the hydrant would have to be constructed.

The financial report is reviewed and discussed.

The Board discusses the possibility of contributions being solicited for the fire station.

The Board discusses the question asked about increasing the standard veteran's exemption; further information will be gathered for future discussion.

Correspondence

Letter of introduction from Champlain Door Company

Out of the Blue newsletter

Pamphlet from VT State Infrastructure Bank

Water and wastewater disinfection letter of introduction

Copy of Land Use Permit for the Town of Middlesex permit #5W1030-9

Managing the Municipal Highway System seminar 10/15/2008

Effective Collection of Delinquent Property Taxes 10/21/2008, - 10/23/2008

VLCT Health Insurance Information

Meeting adjourned at 8:45 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the Select Board

DRAFT – Middlesex Select Board Minutes of 10/14/08

Present: Bill Callnan, Mary Just Skinner, Mary Alexander, Cindy Carlson, Susan Clark, Nelly Washington, Dave Sheppard, Gregg Weston, Peter Hood

Meeting called to order at 6:00 pm.

Susan Clark, Town Meeting Solutions Committee

Susan would like to know if the Solutions Committee can be of assistance in planning for Town Meeting 2009, at Rumney School. Susan's e-mail was reviewed and discussed. Susan has talked to the Middlesex United Methodist Church and the school principal concerning the church's dinner. The Board would like to have this discussion with June at a meeting in December. The Board discusses asking residents for their e-mail addresses after they vote in November for mailing official notices by the Board. No marketing would be done with this list the solutions committee would staff a table at the November vote. A notice will be posted at the November election that Town Meeting will be at Rumney School in March 2009.

Nelly Washington, Town Service Officer

Nelly asks if the discretionary fund can act as a back-up plan for an emergency, she has been involved in. Nelly asks if the Town can purchase 100 gallons of propane for a resident to get her through until November when the resident will receive help through the state heating assistance program. The Board suggests the resident contact the local churches for assistance, as they do not want to get into this type situation.

Cross VT Trail

Greg Weston reports to the Board that a bike trail will be established for a few hundred feet on 3-Mile Bridge Road through Middlesex and continue into Montpelier. Greg has discussed with the Road Commissioner concerning signage for the trail. Gary did not have any objections to installing a sign but advised Greg the Board had to approve the installation. The Board discusses notifying neighbors of potential increased bike traffic on this section of the road. It is decided to put the sign up this year and report to the Board in one year on the use of the trail. Gary will approve where the sign will be installed.

Motion: Mary Alexander moves to grant permission for Cross VT Trail signage on the 3-Mile Bridge Road for a period of one year. Bill seconds, motion carries.

Other Business

Dick Picard has asked about working with the Historical Society to obtain a grant to renovate the old school house on his property. It is decided to invite Dick and the Historical Society to a meeting in November to discuss further.

Dave Sheppard reports that the Conservation Commission has been working in conjunction with the manager of Wrightsville beach on a trail to connect the boat launch with the beach. The trail has been mapped out, but there are some stream crossings that

need to be built. The Conservation Commission would like to apply for a grant from VT Youth Conservation Service for this work. The town would pay for materials up front and there will be no labor costs. There is enough money in the special project funds to cover the project costs of \$1300. The Board is supportive of the project if the Conservation Commission is supportive of the project.

Correspondence

E-mail sent from Thomas McArdle, Assistant Director of Public Works concerning Graves Street railroad crossing repairs; road closed plan

Copy of letter from June Lakin to Mary Jane Grace, Program Technician Property Valuation & Review concerning the contract for upgrade reappraisal with Lewis Appraisal Service.

All orders were signed.

Select Boar meeting adjourns at 7:00 pm.

Public Meeting for proposed Fire Station

Meeting called to order at 7:00 pm

Bill Callnan gives a summary of the process for the study of town facilities. The Board determined that the most important part of the facility report was to construct a new town fire station. A building Committee was formed to work with an architect to design a fire station. The Board will put before the voters a request to borrow \$950,000 for the project. This amount includes financing of land purchased in March 2008 for the construction of a fire station. It is not the expectation of the Board that the full \$950,000 will be spent on the project.

Walter Adams and Mark Neagley from Neagley & Chase Construction Company address the meeting.

Highlights of the building are pointed out by Mark Neagley:

1. The building designed by EH Danson Architects would have exceeded the towns budget.
2. Neagley & Chase was able to square up the building providing additional space.
3. The building is extremely energy efficient. The roof is an R-42 standing seem and the walls are R35. The floor is radiant heated which will assist in drying the hoses. There is a humidifier to take the moisture and heat from the air.
4. A mezzanine can be used for storage.
5. People could spend the night in the building if needed as a shelter or it could be used as a meeting area.

6. Lighting is high performance on occupancy sensors.
7. There is a large unpaved parking lot with 24 parking spaces. However, the handicapped parking in front of the building is paved.
8. A generator will operate the building if the power is off.
9. There is enough space in the building if in the future a 4th bay is needed.

The Board is pleased with the multi-function this building can provide. It is anticipated the Town will obtain better costs at the time this project is put out to bid due to the current economic situation. Mark points out that construction numbers coming in for other projects are at a much lower price than they have been in the past. The Town will hire Neagley & Chase as Construction Manager, the remainder of the process is bided out. If local contractors want to give in-kind donations to the project that is will be taken into consideration as part of the project.

Questions:

Is the proposed bond vote a 20-year note? Yes it is, with anticipated interest rate of 5%; however, given the current economic state it could be lower when the bond is applied for.

How would the town rate the proposed fire station in reference to modest – fancy?

The Board feels it is a modest building. It is not quite no frills, but the town will have an extremely energy efficient building. It includes room for expansion for another bay. This building does keep in context with the other buildings in the Welch Park, it could easily be sold and converted to a business.

Did the Building Committee look at projected growth within the town? The committee really didn't study these numbers, although the information is available.

Where did the \$950,000 number originate from? The feasibility study estimated the cost of a new fire station to be between \$1,000,000 to \$1,250,000 which did not include cost of land. The building committee could not support proposing a number of this size to the residents. The committee reviewed estimates for building alternatives including frame built at a cost of \$, ICF at \$858,000 and the steel building at \$800,000. These amounts include \$20,000 for project oversight. Based on these estimates and the effect on the tax rate the committee felt they could support no more than a \$950,000 bonding amount for the total project.

What costs have the town incurred to date on this project? To date the town has spent \$59,456 excluding the cost of the land. This includes design fees paid to EH Danson, permit fees for the lot at Welch Park, environmental study and attorney fees for the purchase of Welch Park. These expenses have come from the building fund and will not be included in the bond vote. It is the expectation of the Board that they will not ask

the voters for the \$25,000 as they have in the past for the building fund. It is possible that a smaller amount may be requested as an example perhaps \$10,000 per year for the building fund.

What are the plans for the former Morse property owned by the town? The Board has not made any plans for this land. There are residents who would like to see it turned into a park and some who would like to see it sold. If the town were to sell the property, it would be at fair market value.

How much land is owned by the town in Welch Park? The town purchased this year approximately 3 acres. The town has owned a strip that goes along the river, that this new lot adjoins making the total acreage approximately 5.6 acres. Some of the land can not be used on these lots due to a possible archeological site. An archeological study would need to be completed in order to determine how much land is actually useable for other than recreation. It is not the intent of the town to complete this study in the near future.

Why is the station the size that is being proposed? Although there are no state specific requirements for size, adequate space needs to be provided between the vehicles, space for drying and storage of hoses and other equipment, office and radio equipment, mechanical room and storage area. Our current station does not provide any of these needs. Based on the steel construction it was easy to accommodate space which can easily be converted to a 4th bay in the future with minimal additional cost. We were also able to add a mezzanine which will provide valuable storage space.

Will any additional equipment be needed for the fire department? No, the Fire Department has over the past few years applied for and received grants to purchase needed equipment. They will be using the current radios, generator, etc. No additional expense will be requested to for equipment for this new station

Will the project be put out to bid? Yes, with the exception of the Construction Manager and the installation of the panels. The entire project will be bid out, as sub-contractors. A contract has not been signed yet with Neagley & Chase but the Board expects to do this if the bond vote passes.

If the bond vote is no, what happens to the one year vote for the purchase of the land? The Board has not made a decision.

The price seems exorbitant, were other options considered? The original price for a fire station from E.H. Danson was going to come in over a million dollars. E. H. Danson obtained construction estimates from more than one source. By going with metal construction and squaring up the building, costs could be reduced. The request includes the expense of hiring a clerk-of-the-works to oversee the project. The Board is in hopes of using local contractors with donated labor to help keep the costs down. This is speculative at this point.

What about other needs for the town such as the town hall? The Board is in hopes of getting by for the near future. Town meeting will be held at Rumney School this year and if this is successful, it may take care of the space problem at the town hall. Vault space is needed in the town hall, and some other renovations but the Board feels that any of these recommendations can be managed through the building fund. They do not expect to build a new town hall in the near future. They do not see the town bonding for anything in the near future

What is the plan for the current fire station? The building committee did not address removal of the building. This building is falling down and is not safe or up to code. The Town does not want to maintain the building. The first option looked at for this building was to renovate the building. Very early it was determined that it did not make economic sense to renovate the building.

Has a construction schedule been determined yet? No, not at this point.

How much will taxes go up? If this is approved, the tax rate for the general government would be approximately 4 cents increase. The general government part of the budget typically increases its budget by 3-4%. The bulk of tax increases in the past has been the school portion and residents should look at the school budget.

Why was November picked to vote on this project? It was decided to have the project information completed to present in November anticipating better voter turn out. It was expected to have better than average participation in the November Presidential election. The Board has held public meetings for the feasibility study and for the purchase of the land in Welch Park. The project has been fine-tuned by the Building Committee over the past few months. A comment was made that if residents had known in March about the potential \$950,000 bond vote, they may not have approved the purchase of the land as Welch Park. The Board was very upfront at the costs of the building at town meeting.

What will happen if this does not get approved? There is the possibility that a building inspector could close the existing fire station. The board would go back to the drawing board and come back with a proposal that should pass. The choice should be we couldn't build a building this size for a better cost. The building committee constricted the original wish list from the fire department. If it doesn't approve, a smaller building may have to be considered. Does it make sense for the town to have a volunteer fire department, the board had discussions with Waterbury and moretown and with the city of Montpelier. The cost to contract with the city of Montpelier the costs would be substantially more than the cost of this building. With mutual aid contract the city of Montpelier provides assistance. If there wasn't a fire department in town, peoples insurance costs would rise.

How long will the bid process be and will it be open. The building committee will be involved in this process. Neagley & Chase has put together a full line item budget and material at their costs. They are anxious to bid the project out and they are expecting very competitive bids to be obtained. Each part of the project will be put out to bid with

the exception of the windows. A Guaranteed Maximum price will be put together before the project is started. Is the itemized estimate public record? Yes it is. He agrees the town needs a fire station, but he wants to go on record that he disagrees with the estimate to provide this building and he feels the town should put the project out to bid with other contractors. The only fixed cost is the percentage of the pre-construction costs. The town was working with EH danson, they had an estimate prepared and it came in higher than expected by a professional estimator. At the beginning of the process the building committee decided it didn't want to do a metal building due to the perception of metal buildings. If he doesn't think their percentage is fair then another conversation should be done. The SB unimously supported the project.

The other way to look at this is we expect th we construction costs to be considerably less, and the town asks for a lower bid. It would be possible that the costs would exceed this and the building couldn't be build. The town could say they want to build a building for \$500,000 but the building would not be an efficient and may be smaller. They are asked what would expect as a reasonable costs. He doesn't know what would be a fair price without doing some research. Other towns have not spent this much money for buildings. 3 years ago the town of Moretown built a building for \$380,000, it probably isn't as energy efficient. There is only 600 sq feet of additional space in this building that the fire department doesn't need plus the mezzanine. Steve feels this is more than the town can afford and need. If hard information can be provided it would be appreciated. John Krisiksik (most vocal) The town will not spend a penny more than needs to be spent, the town does not feel that the building should be smaller, this building will meet the current needs and the town does not want to add on in a few years.

Are there specific sizes requirements for fire stations. This would be good information to send out to residents, people don't understand the need for the size.

Comments that the building committee has worked hard on this project along with the fire department, compromises have been made.

When a vote was done a year ago how did the vote come out, it was over whelming approved. It was voted on my Australian ballot so there was no discussion as town meeting.

Highest participation in this decision so it is not being held as a special town vote.

The town has talked about volunteer labor does any one have any sence of what will be donated. Jason Merrill has had informal conversations with local contractors who have volunteered to do work. There is no dollar amount associated with this yet, but as much as we can possibly save. The Board would like to be careful in this process. How will Neagley & Chase handle the volunteer process. What the town sees is local contractors donating labor and the town paying for the materials. This would be part of the bid process. What if as an example \$200,000 is donated, Neagleys & chase total costs are reduced the total costs come down, but their fees will stay the same. There will be things

that the town can use volunteers which will be beyond the scope of the project. N&C will be doing the envelope of the building.

The town has the winter to find out what will be bid on and what will be volunteered costs. A contract with N&C has not been signed for this project.

Susan Clark – what does the fire department wants, are they happy with the location? The fire department is happy with the site and the building. Originally they wanted a 6-bay garage with all the bells and whistles the sb advised them that it wasn't affordable. There is not a bunk room, but there will be space where a cot could be put up. It would be a shame if the vote is not approved at \$950,000. If this isn't approved and it could be built for \$500,000 could a bid be obtained by town meeting.

In the planning commission meeting the safety of fire trucks coming out onto Route #2, the plans do not address this concern, this is a concern at their current station. The site lines are longer and the road is wider. If there are cars at the intersection they stop, lights and sirens are on at the intersection, they are driving on defense. They do not need a traffic light to stop traffic at this location, but they would have needed it at the former morse property.

Dave Sheppard – the auxiliary station will stay, this proposed building replaces the station in the village and the auxiliary station remains the same. This location has been improved.

Jason doesn't want to spend the \$779,000 number and plans on being involved in this project. There is a presentation for some additional work to the building which would add \$8,000 to the costs.

5% estimated interest rate. The Board talked to Jeb Spaulding concerning this, it was recommended to use 5%, but given the current situation it could be less.

The difference in the rate for personal insurance would be approximately 20% increase if you are not within 5 miles to the station.

The public meeting was adjourned at 8:35 pm.

The Town has waited too long to provide a new building. This will be a burden on the residents with the given economic statement. He doesn't see that 2-3 bids for the project, he feels that more bids should be obtained. The vote only gives the town authority to borrow up to \$950,000 if the costs to build are less the bond will be for the lower amount. It is not the intent of the town to spend more money than it will cost to build the building.

Approved

Minutes of October 28, 2008
Select Board Meeting

Present: Bill Callnan, Cindy Carlson, June Lakin, Peter Hood, Mary Alexander, Mary Just Skinner

Motion: Bill moves to approve the minutes of 9/23/08. Mary Alexander seconds, motion carries

Motion: Mary Alexander moves approval of the minutes of 10/14/2008. Bill seconds, motion carries.

Motion: Mary Alexander moves approval of the Application for Driveway/Access Permit for Brian & Nancy Vachon, reviewed and recommended by Gary Lamell, Road Commissioner. Bill seconds, motion carries.

All orders signed.

The budget process was reviewed.

Correspondence

Copy of Enforcement contract summary from VT State Police Enforcement Contract Summary for August and September

Copy of Appellant's Docketing Statement dated 10/20/08 for Austin v. Middlesex

Copy of Notice of Appeal dated 10/10/2008 for Austin v. Middlesex

Notice from VLCT – How to use VLCT's 2008 Election Issue Paper on Land Use

VLCT News

VLCT – Notice of Planning & Zoning Forum 10/30/2008

News Brief from Central VT Regional Planning Commission

VLCT Election 2008 Public Safety Newsletter

RCAP Solutions

Catalog from Adirondack Direct

Brochure from Vermont Byways

Letter of introduction from Baybutt Construction Services

Advertisement from Myron

Notice from State of Vermont District 5 Environmental Commission concerning New Vault at Middlesex General Services Center

Lake Champlain Land Trust newsletter

Cindy will obtain a quote from VLCT for health insurance for 1/1/08 renewal

Allen Alexander will be invited to the next meeting to discuss the town's current tax collection policy.

It was reported that Gary Lamell, Road Commissioner, has hired a new employee for the highway department..

The Meeting was short due to the public hearing for the proposed fire station.

Meeting adjourns at 6:45 pm

Approved

Middlesex Select Board Meeting

Minutes of 12/10/2008

Present: Peter Hood, Mary Alexander Cindy Carlson, Gary Lamell, Abe Lewis, Shawn Fielder, Mary Just Skinner, Susan Clark, Dave Shepard, Bruce Jackson

Meeting called to order at 6:50 pm

Gary Lamell, Road Commissioner

Gary present the Board with a proposed budget for 2009-2010 which was reviewed and discussed. Gary reports that he may be able to sell the clay removed from the sand pit and will report back to the Board on the status of this effort.

The Board reviews the other proposed budgets that have submitted to date.

Solutions Committee

Susan Clark, Dave Shepard

The Committee submitted a proposed draft of a sample letter which would be sent to parties requesting special funding at Town Meeting was reviewed. The Town of Calais has developed a list of questions which have been incorporated into a questionnaire. The Solutions Committee used some of these questions. The Town Clerk would send a packet to parties requesting funding and the responses would be placed in the town report for residents to review. If the requesting party submits a written report that responds to the town's questions they would not be required to return the Town's questionnaire. A list of potential individuals who may be interested in serving on a committee to review these requests is reviewed and discussed. The Board suggests that no more than 3 or 4 people be asked to serve on the committee.

Susan reports that she and June toured Rumney School concerning Town Meeting 2009, and that she feels Town Meeting is on track.

Fire Department, Bruce Jackson

The proposed fire department budget for 2009-2010 is reviewed. The biggest rise in expenditures is the radio dispatch line item. It is expected for 2008-2009 the expenditures for radio dispatch will be \$5,900 instead of the \$3,000 budgeted. This is a result of a rate change mid-fiscal year. This fee provides a tremendous benefit for being part of the mutual aid program. The Fire Department is expecting to buy at least one and possible two sets of turn-out gear in the upcoming budget period. The Fire Department is also researching options to purchase a propane tank. If the Town owns its own tank the Fire Department can call around for the best price instead of doing a pre-buy. The Fire Department will be turning in their cell phone so they have reduced the phone line item. They have found that the phone is not used and the members generally have their own phones with them if one is needed.

The Board discusses sources of income for the Fire Department and the possibility of billing for calls. It was suggested that the mutual aid group should develop a program to start billing. The Fire Department will get Cindy a copy of the report they currently use to submit to the State to determine if adequate information is gathered at the scene to submit invoices to vehicle owners or if the form needs to be revised.

The Fire Department is in the processing of transferring their CD into a money market account. The Board is asked how these funds would be used towards the new fire station. The Board reports that the funds will be turned over to the Town of Middlesex to reduce the bond amount for the new fire station.

The truck replacement line item which is new on their proposed budget request is a line item for a capital fund for a new truck. They will be looking to replace the tanker in the near future at a minimum potential cost of \$25,000.

The Board discusses billing \$300 for a regular fire department call, which would include a rescue and an engine, and \$600 for a hazmat call. The town would bill for this amount.

Motion: Mary Just Skinner moves to approve the minutes of 10/28/08. Mary Alexander seconds, motion carries.

Motion: Mary Alexander moves approval of the Central VT Humane Society contract due to expire 12/31/2008. Mary Just skinner seconds, motion carries. Contract was signed invoice left for payment.

Correspondence

Preliminary Grant Award Notification Letter from Better Back Roads

Copy of notice from Blue Cross/blue Shield concerning a rate increase for VT Blue 65 Products effective 1/1/2009

Enforcement Contract Summary with VT State Police for October and November 2008c

The Board discusses the status of an appeal of the Flanagan Austin case.

Other Business

A copy of the proposed Pre-Mitigation Disaster Plan will be given to the Board prior to the 12/22/08 public meeting on the plan.

The Conservation Commission has less than \$9,000 to raise for the purchase of the Ott/Stead property. They have not heard results of the grant that was submitted. The Property Title Report submitted by Charlie Merriman, the attorney representing the town, was discussed. Section #6, concerning the leased land, will be discussed with Charlie for clarification on what type of lease this is and whether it needs to be extinguished. There

is a draft copy of “Grant of Development Rights Conservation Restrictions and Public Access Easement” for the Board’s review as submitted by Dave Shepard.

Peter reports that he spoke with Chris McVeigh concerning the new Rumney School Board Members that have been serving on the Board. They were appointed by the School Board and not the Select Board, as is required by law. Chris stated there has been a law change stating the School Board can appoint members. He said he would provide the Board a copy of the new law.

Meeting adjourns at 8:45 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of Middlesex Select Board Emergency Meeting 12/15/2008

Present: Peter Hood, Mary Alexander, Cindy Carlson, Mary Just Skinner, Bill Callnan

Meeting called to order at 5:10 pm

The current town expense sheet was reviewed and discussed. The Board discusses borrowing money in anticipation of the paving grant from the State since delinquent tax collections are down and there is a temporary cash flow problem.

Motion: Bill moves to authorize June Lakin, Town Clerk, to borrow \$200,000 for no more than a 60 day period to cover operating expenses. Mary Alexander seconds, motion carries.

Motion: Bill moves to retain William Yacavoni to conduct the 2007-2008 audit and sign the engagement letter. Mary Alexander seconds, motion carries.

All orders signed.

Motion: Bill moves to go into executive session to discuss personnel matters. Cindy is invited into the meeting.

The Board goes into executive session at 5:30 pm.

The Board comes out of executive session at 6:10 pm with no action taken.

Meeting adjourns at 6:12 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board

Approved

Minutes of 12/22/2008 Middlesex Select Board Meeting

Present: Bill Callnan, Steve Martin, Cindy Carlson, Mary Alexander, Peter Hood, Mary Just Skinner, Mike Morissette – by phone, Dave Shepard, Abe Lewis

Meeting called to order at 6:35 pm

Public Hearing

Pre-Disaster Mitigation Plan – Mike Morissette has drafted a Middlesex Pre-Disaster Mitigation plan from a sample plan which was provided to him. He has identified three areas that need to be addressed within the town: 1. A culvert at the intersection of The Brook Road and Center Road, 2. A generator for the school so it can be used as a public shelter. 3. An automatic dialing phone system. The Board reviewed the document. It is the understanding of the Board that this plan has to be approved before year end. Mike believes the draft can be approved by the Board before the end of the year and he isn't sure of the ramifications if any.

Steve Martin

Steve is before the Board to urge the Board not to rush into the construction of the fire station. Given the current economic situation Steve feels it is a lot of money, and if the Town waits until spring better prices will be quoted by contractors. He feels that there will be other increases in the town taxes without the addition of the fire station. Steve asks if the entire project could be put out to bid and wait until alternate complete bids come in before a contract with Neagley & Chase is signed. Steve states that all the large contractors can do design bids and he feels lower prices will be obtained if the entire project is bid out. Steve states that Moretown just built a larger builder for a lower cost, it isn't as energy efficient and there are no interior rooms. It is steel girders and frame built, 6600 sq ft and the cost is \$640,000. The Board states that they can cancel the project if economic hardships get worse. The Board is hoping that when the project goes out to bid it will come in at a much smaller amount than they have requested be approved by the voters. The Board realizes that a cheaper building can be built, but the energy efficiency of this fire station is much better. The Board listened to the voters when they asked for an energy efficient building. The Building Committee did review both options, as part of the process. Estimates were obtained by the architect from other contractors and an outside project estimator.

Steve asks the Board about donated labor from local contractors and how much effort has been placed on getting specific commitments. At one of the public meetings held by the Board Steve says the town advocated for volunteer labor. This effort will be done as part of the bid process and an ad was placed in the Middlesex news paper making it known to local contractors. The Committee isn't sure how successful this effort will be, but is very interested in any volunteer labor that can be supplied. The Board feels that when it comes closer to the bid process time the contractors will be contacted by the Town.

A preliminary budget for general government was reviewed.

The Board talks further about the fire station, they are in agreement that the process should go forward and that the Board should make phone calls to local contractors.

The Board goes into executive session at 7: 50 pm to discuss personnel issues.

Meeting comes out of executive session at 8:04 pm, no action taken

Dave Shepard, Conservation Commission

Peter reports last week he was advised by Charlie Merriman, the Attorney representing the Town for the Ott/Steed purchase, that the property closing would not happen in December since the church has to sign off on the lease. Today Charlie reported that the church will sign off on the lease this week so it is possible that the closing can happen before the end of the year after all. The Town received a \$6,000 grant and applied it toward the purchase of the land. Dave doesn't have a recent financial report, but it is expected that all the money from donations and grants has been received. The Board reviews a copy of the proposed Grant of Development Rights, Conservation Restrictions, and Public Access Easement for the Ott/Steed property. The Board asks whether any ATV use is included under this plan. Dave reports that in order to include any ATV use in the Plan, the VT Housing and Conservation Board has to approve the use. The Board understands that it may not be possible to add ATV use because a restriction of this use may be a condition of the grant the Town received. The Town does not want to open up the land for unlimited use of ATVs but if there were an organized trail similar to the VAST snowmobile trails the Town would like the option to consider it.

When a final document for the Grant of Development Rights, Conservation Restrictions, and Public Access Easement is complete, the Board wants to obtain copies so everyone has a chance to review it before Peter signs it as the Town Representative. Mary Alexander will act as a back-up in the event Peter isn't available. The Board asks Dave to try to have an additional paragraph added for potential use by ATVs. Dave will also check on the funding to be sure it is all in place.

Motion: Mary Just Skinner moves to accept title to the Ott/Steed property to become the Middlesex Town Forest subject to the Grant of Development Rights, Conservation Restrictions, and Public Access Easement and the interim management plan for the Ott-Steed property. Mary Alexander seconds, motion carries.

The Board expects another deed back for review correcting the purchasers and buyers of the Ott/Steed property.

Dave asks if VT Housing and Conservation Board advises him that ATV cannot be added to the Plan, would the Board want to rethink the process? The Board should know going ahead what the restrictions are. Mary Alexander should be contacted if there are any questions. If this question can be resolved the Board agrees the closing should take place in January. The revised Interim Management Plan will be sent to the Board for review.

Motion: Mary Just Skinner moves approval of the minutes of 12/10/2008. Mary Alexander seconds, motion carries. Bill does not vote.

Mary Alexander has confirmed that the School Board can now vote for their members.

Motion: Mary Alexander moves to accept the minutes of the emergency meeting on 12/15/2008. Mary Just Skinner seconds, motion carries.

Janet McKinstry, Assistant Town Clerk, reported to the Board that Irving oil has determined that the furnace at the Town Hall needs to be replaced. The technician states there is a 3" crack in the furnace. The Board believes that a second opinion is needed. It is agreed to have Bourne's Energy come and do an inspection.

A request for Group Enrollment forms Blue Cross Blue Shield is received due to the change in the health insurance plan. Cindy will have the employees complete this form and return it to Blue Cross.

A letter from McKee, Giuliani & Cleveland concerning the proposed Neagley & Chase Construction manager contract for new Fire Station is reviewed. The recommendations will be sent to Neagley & Chase for comment.

Correspondence

State of Vermont, Policy & Planning Division-Mapping Unit concerning 2009 Certificate of Highway Mileage is left for Gary to complete.

2009 HR Sentry Renewal from Vermont League of Cities and Towns renewal date is 12/31/2008

Notice from State of Vermont for the Equalized Education Property Value effective 1/1/2009.

Training opportunities presented by VLCT Municipal Assistance Center

VLCT News

VLCT 2008 Municipal Policies Priorities Brochure

Letter from Edward McCarthy concerning an accident his daughter had on the Center Road. A thank you letter will be sent.

Copy of Attorney's Report and Opinion of Title from Tarrant, Marks & Gillies concerning the Ott/Steed property

Notice of meeting from Central VT Regional Planning Commission Transportation Advisory Committee next meeting will be held 1/27/2009

Copies of Appellant's Brief and Printed Case and a Certificate of Compliance for filing in the Austin v. Middlesex Docket NO 2008-428 as submitted to VT Supreme Court from Tarrant, Marks & Gillies

Motion: Mary Alexander moves to go back into executive session for personnel reasons. Cindy is invited, Bill seconds. The Board goes into executive session at 9:15 pm.

The Board comes out of executive session at 9:30 pm

Motion: Mary Alexander moves to come out of executive session. Bill seconds, motion carries.

Motion: Mary Alexander moves to accept June Lakin's letter of resignation as Town Treasurer and Trustee of Public Funds effective 1/1/2009. Mary Just Skinner seconds, motion carries.

Motion: Mary Alexander moves to appoint Cindy Carlson, Town Treasurer and Trustee of Public Funds effective 1/1/2009 until Town meeting 3/2/09. Mary Just Skinner seconds motion carries.

Mary Alexander and Peter will meet with June and the staff to work out the transition and scheduling of the office.

Meeting adjourns at 9: 35 pm.

Respectfully submitted,

Cindy Carlson
Assistant to the
Middlesex Select Board