

**Town of Ferrisburgh
Selectboard Minutes
April 21, 2015**

Members present: Jim Benoit, Steve Gutowski, Loretta Lawrence, Red Muir, Jim Warden.

Town officials present: John Bull, road foreman; Gloria Warden, town clerk.

Visitors present: Bob Davis, Maxine Davis, Norton Davis, Craig Heindel, Ron Kampner, Mike McCarthy, Bob McNary, Robert Peisch, Charlie Paolantonio, Bessie Sessions, Wayne Stearns, Bill Sullivan, Richard Terricciano, Finn Yarbrough.

1. 6:30 p.m. Regular meeting — call to order.

Steve Gutowski called the meeting to order at 6:30 p.m. He asked for a motion to amend the agenda to add the following items:

Under "6. Selectboard to approve or sign,"

- (e) May 5 – polls open 7 a.m.-7 p.m.; approval to hire sheriff.
- (f) May 5 selectboard meeting – should meeting start at 6 p.m. so board can count ballots at 7?
- (g) Approve and sign Ferrisburgh Local Emergency Operations Plan (due May 1).
- (h) Lister's office requests approval to seek legal advice from the town attorney.
- (i) Planning Commission gave selectboard second draft of town plan; map needs a small correction before it is available.

Loretta Lawrence made a motion to amend the agenda to include the above items. Jim Benoit seconded. All voted in favor. MOTION PASSED.

2. Approve minutes — April 7, 2015.

Red Muir made a motion to approve the minutes of April 7, 2015, as submitted. Jim Benoit seconded. All voted in favor. MOTION PASSED.

3. Selectboard new business

(a) Jon Bull – road foreman. John Bull reported all electrical and mechanical work on the new highway garage would be completed in the next couple of weeks. He expects the building to be completed by June 1. He said the road crew was about halfway through its work in cleaning up town cemeteries, picking up on good work done in the past by Garrit Smits. He expected that the road crew would set up one project per cemetery per year, and start whittling away at them. He said other spring clean-ups on town property were going well, and that it would take just a couple more solid days of work. He said he had begun putting a road paving list together, and hoped to put it out to bid by the middle of May. He said the town did not get approved for a paving grant this year, but hoped they might get one next year. The town did receive a grant to help complete repair work on the Little Chicago Road bridge, work that would begin after July 1. He said paving work would take place this summer on Plank Road, Little Chicago Road and an area of the Slang Bridge that had settled after recent flooding. There are several other roads that need work, but will probably have to wait till next year, for budgetary reasons. He said "posted" signs were coming down soon, though there were roads on which he still did not want to see heavy trucks. He also reported that the road crew would be rebuilding another section of Walker Road. He said he had received a few applications for the open position on the road crew and expected to receive more.

(b) Robert Peisch – resignation from ACSWMD. Robert Peisch told the board that he was submitting his resignation as Ferrisburgh representative to the Addison County Solid Waste Management District board of supervisors. Peisch agreed to continue serving on the ACSWMD board until a replacement can be found.

(c) R.J. Adler – Clifford Harris community solar array – Greenbush Road, west of Route 7. Mike McCarthy appeared, representing R.J. Adler and SunCommon, to discuss a 150kW AC community solar array (CSA) about 300 feet off the west side of Greenbush Road, 1,000 feet north of the junction with

Route 7. He said CSAs typically take up about an acre of land. He said SunCommon had adopted a policy, part of a "Good Neighbor Agreement," to reach out to towns for thoughts and comments on siting of CSA-size projects before going to the state Public Service Board for permitting. He noted that memberships in CSAs are made available first to residents of the town. He said the Harris parcel has a good amount of natural screening. Bob McNary, chair of the town Energy Committee, said SunCommon might want to include additional screening between the project and Greenbush Road. McCarthy said he was open to talking about it, and would be happy to visit the site with McNary. Board members thanked McCarthy for appearing and for the early look at the project.

4. Selectboard general business

(a) Interviews

Richard Terricciano – applicant, Energy Committee (1-year term). Terricciano said he was interested in the Energy Committee for the opportunity it would give him to help inform townspeople about different energy options, and about projects that can save the town money. He said he has been a master electrician for about 30 years, and is now an IT professional. He also said he has recently undergone an energy audit at his own home, and had learned a lot that he could pass along to others. Jim Warden made a motion to appoint Terricciano to a one-year term on the Energy Committee. Loretta Lawrence seconded. All voted in favor. MOTION PASSED.

Finn Yarbrough – applicant, Addison County Regional Planning Commission, Conservation Commission, Energy Committee. Yarbrough said he had determined that the ACRPC meetings conflicted with his schedule, so asked to focus on the Conservation Commission and the Energy Committee. He said he was interested in serving on both groups because they were interconnected in the types of projects and initiatives they might cover. A documentary filmmaker, he said that this summer he would begin work on a master's of science degree at UVM's Rubenstein School of Natural Resources, in a concentration called Environmental Thought and Culture. Loretta Lawrence made a motion to appoint Finn Yarbrough to a one-year term on the Energy Committee and a four-year term on the Conservation Committee. Jim Warden seconded. All voted in favor. MOTION PASSED.

(b) Appointments

Tim Davis – ACRPC, one-year term. Jim Benoit made a motion to appoint Tim Davis to a one-year term on the Addison County Regional Planning Commission. Red Muir seconded. All voted in favor. MOTION PASSED.

Arabella Holzapfel – ACRPC, one-year term. Jim Warden made a motion to appoint Arabella Holzapfel to a one-year term on the Addison County Regional Planning Commission. Red Muir seconded. Jim Benoit, Loretta Lawrence, Red Muir and Jim Warden voted in favor. Steve Gutowski abstained. MOTION PASSED.

Vacant position – ACRPC, one-year term. No action taken.

Matt Neffinger – Energy Committee, one-year term. Loretta Lawrence made a motion to appoint Matt Neffinger to a one-year term on the Energy Committee. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Vacant position – Energy Committee, one-year term. See Richard Terricciano under 6. (a), above.

Vacant position – Energy Committee, one-year term. See Finn Yarbrough under 6. (a), above.

Bessie Sessions – town agent, one-year term. Jim Warden made a motion to appoint Bessie Sessions to a one-year term as town agent. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Vacant position – Conservation Commission, four-year term. See Finn Yarbrough under 6. (a), above.

5. Public comment

Bob McNary asked how things were going with the purchase of the lot adjacent to the town hall property, approved by voters at town meeting. Steve Gutowski said it appeared everything was in order and the

process was on track. A survey done recently, which had appeared to show some issues with an adjoining parcel, had been in error, and there were no easement or other problems.

Bob McNary asked about a study undertaken of traffic calming on Old Hollow Road. Board members said the study had resulted in the reduction of the speed limit in the Hollow. Resident Craig Heindel said this, combined with a little more activity by the sheriff's department – not only pulling over speeders but also overweight trucks – had made a significant difference. Heindel said there are also plans to add "Welcome to North Ferrisburgh" signs on Old Hollow Road, as well as banners with Ferrisburgh scenes created by local schoolchildren that will hang on power poles. He wondered whether it would be possible to add flags to the speed limit signs to make them more prominent. Steve Gutowski said further major changes to the road might have to wait for a significant rebuild that is still probably a few years away.

Maxine "Mickey" Davis attended the meeting to remind board members about her suggestion, made at a selectboard meeting in November 2014, that there be a website where local residents could find a list of local businesses and artisans. She also said she believed the town should make the town hall available at no cost for events designed to raise money for charitable causes, such as local food shelves. Board members said again that they thought the website sounded like a good idea, but that it would require someone to create and oversee it. They asked Davis to come up with a proposal for the project. They also said they would be willing to consider the use of the town hall for events like the one she described, and suggested she bring them a proposal for that, as well. Red Muir suggested that setting up a booth at the annual Ferrisburgh Day celebration, where businesses could introduce themselves or where information could be collected for use on a website, might be a good start.

6. Selectboard to approve or sign

(a) Brian Callanan – 9th annual Champ's Challenge bike ride – July 19, 2015. Brian Callanan was not able to attend the meeting, but plans to be at the next meeting on May 5, 2015. No action taken.

(b) Conservation Commission – rental agreement – upstairs, May 13, 2015, 6-8 p.m. Craig Heindel, Conservation Commission chair, said the commission is sponsoring an environmental education presentation, open to the public, on May 13 by Jim Andrews. Andrews is a herpetologist – an expert on reptiles and amphibians – and keeper of the Vermont Reptile and Amphibian Atlas, which documents where the state's snakes, frogs, salamanders, turtles and lizards are found. The commission asked the town to waive the hourly fee and the damage deposit for this session. Loretta Lawrence made a motion to approve the rental and waive the hourly fee and damage deposit. Jim Warden seconded. All voted in favor. MOTION PASSED.

(c) Robert L. Davis – rental agreement – upstairs, June 6, 2015, 3-6 p.m. Bob Davis asked the town to rent the upstairs hall for a memorial reception for his mother, who passed away recently. Jim Benoit made a motion to approve the rental. Red Muir seconded. All voted in favor. MOTION PASSED.

(d) Basin Harbor Club – request reimbursement for 2014 liquor license overpayment. Basin Harbor Club requested reimbursement for a \$1,500 payment made to the town in March 2014. The fee was intended to cover liquor license renewals. The club sent checks for \$1,500 to both the state Department of Liquor Control and to the town. The check to the state was required, but the check to the town was not. Loretta Lawrence made a motion to reimburse the Basin Harbor Club \$1,500 for the check sent in error. Jim Warden seconded. All voted in favor. MOTION PASSED. The payment will be included in the next selectboard warrant.

(e) May 5 – polls open 7 a.m.-7 p.m.; approval to hire sheriff. Loretta Lawrence made a motion to pay the Addison County Sheriff's Department to have one deputy on duty directing traffic during the school budget voting from 7 a.m. to 7 p.m. on May 5, 2015. Jim Benoit seconded. All voted in favor. MOTION PASSED. Gloria Warden, town clerk, said the school would pay costs associated with the election.

(f) May 5 selectboard meeting – should meeting start at 6 p.m. so board can count ballots at 7? Loretta Lawrence made a motion to change the start time of the selectboard meeting on May 5, 2015, to

6 p.m. so that selectboard members can help count votes after the school budget voting winds up at 7 p.m. Jim Warden seconded. All voted in favor. MOTION PASSED.

(g) Approve and sign Ferrisburgh Local Emergency Operations Plan (due May 1). These plans are updated and approved each year. Jim Warden made a motion to have Steve Gutowski, as selectboard chair, sign the emergency operations plan, which will then be submitted to the Addison County Regional Planning Commission. Jim Benoit seconded. All voted in favor. MOTION PASSED.

(h) Listers' office requests approval to seek legal advice from the town attorney. The Board of Listers had asked the selectboard to sign off on the listers seeking legal advice on dealing with property owners in West Ferrisburgh requesting that their property valuations be reduced. Jim Benoit made a motion to approve a request from the listers to seek advice from the town attorney. Loretta Lawrence seconded. A brief discussion ensued. Selectboard members said that the Board of Listers could seek legal advice, but that the selectboard did not need to get involved in the issue at this point. Board members noted that there is a grievance process for challenging property valuations. All voted against the motion. MOTION DENIED.

(i) Planning Commission gave selectboard second draft of town plan; map needs a small correction before it is available. The board received the second draft of the town plan, but had not yet received the associated map. Board members said they would review the plan and hoped to receive the map soon. No action taken.

7. Correspondence

(a) VMERS Board of Trustees – notice of employer representative vacancy. The town received a letter from the Vermont Municipal Employees' Retirement System saying that there is a vacancy anticipated on the system's board of trustees, and inviting applicants for the position of employer representative on the board.

8. Other business

Bob McNary shared some information he had gathered about credit card fees, in light of the town's recent decision to begin accepting credit cards for payment of property taxes and other town office fees. Board members said they would ask Garrit Smits, town treasurer, for an update on the project.

(a) Selectboard warrant. Jim Warden made a motion to approve the selectboard warrant, which details town expenses, for a total of \$76,633.23. Loretta Lawrence seconded. All voted in favor. MOTION PASSED.

(b) Personnel – town office staff. (Probable executive session.) Board members decided to take up item (b) after discussion of item (c).

(c) Personnel – Robert Peisch, deputy health officer. (Probable executive session.) The board received a letter from Charlene Stavenow, chair of the Zoning Board, about Robert Peisch's recent behavior and his remarks at a Zoning Board meeting on April 1, 2015. Steve Gutowski said he had hoped that Peisch, who attended the April 21 selectboard meeting, would be available to discuss the matter with board members, but noted that Peisch had already left. Gutowski said he understands Stavenow's concerns, and had spoken with Peisch about the letter and his behavior. He said the town's health officer, Jaimeelyn Gaboriault, had also spoken to Peisch about the issue. No action taken.

Loretta Lawrence made a motion at 8:40 p.m. to enter executive session to discuss personnel, specifically town office staff. Jim Benoit seconded. All voted in favor. MOTION PASSED. Jim Warden excused himself from the executive session.

– End of minutes from before executive session. –

Respectfully submitted,

Tim Etchells

– Minutes from after the executive session follow. –

At 9:05 p.m., Jim Benoit made a motion to leave executive session. Red Muir seconded. Jim Benoit, Steve Gutowski, Loretta Lawrence and Red Muir voted in favor. MOTION PASSED.

Red Muir made a motion to make the following changes in compensation for town office personnel:

- increase the hourly rate for Pam Cousino from \$19.43 per hour to \$20 per hour;
- increase the weekly salary for Garrit Smit from \$540 to \$555, based on a 30-hour week;
- increase the weekly salary for Gloria Warden from \$800 to \$820, based on a 40-hour week.

Loretta Lawrence seconded. Jim Benoit, Steve Gutowski, Loretta Lawrence and Red Muir voted in favor. MOTION PASSED. The changes take effect on April 20, 2015.

9. Adjournment

The meeting adjourned at 9:15 p.m.

Respectfully submitted,

Loretta Lawrence, board clerk