

# **Town of Ferrisburgh Selectboard Minutes**

July 1, 2014

**Members present:** Jim Benoit, Steve Gutowski, Loretta Lawrence, Sally Torrey, Jim Warden

**Town officials present:** Gloria Warden, town clerk; Garrit Smits, town treasurer

**Visitors present:** Stephen Brooks, John Bull, Carl Cole, Bernie Loven, Bob McNary, Mike Muir, Mike Mullin, Bessie Sessions

## **1. Call to order**

Loretta Lawrence called the meeting to order at 6:30 p.m.

The board was asked to amend its agenda for July 1 by:

- Deleting item 4. (b) Robert Peisch — Health Officer issue, because Robert Peisch was unable to attend the meeting.
- Adding two items to 7. Selectboard to approve or sign: (c) Radio Bean catering license — Lake Champlain Maritime Museum, July 3, 2014; and (d) Eurowest Inns Inc. catering license — wedding, Kingsland Bay State Park, July 5, 2014.

Sally Torrey made a motion to amend the agenda. Jim Benoit seconded. All voted in favor. MOTION PASSED.

## **2. 6:30 p.m. Open bids**

The town received two bids for paving work to be done this summer. After the board opened the bids and reviewed them with John Bull, road foreman, a brief discussion followed on the pros and cons of recycled versus “virgin” asphalt mix, including input from Pike Industries paving coordinator Mike Mullin. Steve Gutowski then made a motion to approve a bid from Pike of \$64.95 a ton for recycled asphalt mix, which was the low bid; the project is expected to use more than 3,700 tons of material, and going with recycled rather than the more expensive virgin material would save more than \$11,000. Jim Benoit seconded. All voted in favor. MOTION PASSED. Work must be completed by October 31 and will involve portions of Basin Harbor Road, Sand Road, Old Hollow Road, and Middlebrook Road, as well as aprons at the north end of South Middlebrook Road, at Middlebrook Road and Route 7, at the south end of Burroughs Farm Road, at the north end of Pea Ridge Road, and at the Union Meeting Hall on Route 7.

## **3. Approve minutes**

Steve Gutowski made a motion to approve the minutes of June 17, 2014, as submitted. Sally Torrey seconded. All voted in favor. MOTION PASSED.

A special meeting was called on June 26, 2014, to consider a special event application for Appalachian Gap Distillery at the Lake Champlain Maritime Museum for July 3, 2014. Steve Gutowski made a motion to approve the minutes of that meeting as submitted. Jim Benoit,

Steve Gutowski, Loretta Lawrence, and Jim Warden voted in favor. Sally Torrey abstained.  
MOTION PASSED.

#### **4. New business**

##### **(a) Briar Burling & Co. — Stephen Brooks — stone repair to cemetery monument.**

Stephen Brooks of Charlotte attended the meeting to offer his services in repairing monuments in town cemeteries. Serving as chair of the Charlotte Cemetery Commission, he became interested in the process of repairing monuments, and gained new appreciation for town cemeteries as repositories of local history. He described the “social contract” that towns have with those buried in their cemeteries, and their families, to keep up the cemeteries and the monuments. He said the work is time-consuming and challenging, but ultimately very satisfying. He described two recent repair jobs and shared before-and-after photos. Board members expressed interest, and asked about the cost of repairs and whether townspeople could help as volunteers. They also noted that there are monuments in town cemeteries that need work, and said they would keep Brooks’ information on file for future reference.

##### **(b) Deleted; see 1. above.**

**(c) Open meeting law changes: Designate three physical locations to post agendas and public announcements.** Due to changes adopted during the 2014 legislative session to the state’s open meeting laws, towns are now required to post meeting agendas and other public announcements in three public places. It had been suggested that the locations in Ferrisburgh should be the North Ferrisburgh Post Office, the Ferrisburgh Post Office, and the town offices. Sally Torrey suggested that one of the places be in West Ferrisburgh, perhaps the bulletin board at the intersection of Jersey Street and Basin Harbor Road. Steve Gutowski made a motion to designate the three locations for meeting notices as the North Ferrisburgh Post Office, the West Ferrisburgh bulletin board, and the town offices. Sally Torrey seconded. All voted in favor. MOTION PASSED. It was noted that agendas are also posted on the town website ([ferrisburghvt.org](http://ferrisburghvt.org)).

**(d) Appraiser contract — review draft contract for Justus DeVries Jr. Inc. — to 2016.** The town received a draft renewal contract for appraisal services from Justus J. DeVries Jr. Inc., for a two-year period ending June 30, 2016. The contract envisions hourly rates remaining at the same level they have been since 2011. There was a brief discussion about whether to solicit bids from other appraisers. Board members and visitors, including lister Carl Cole, suggested that DeVries’s long relationship with and knowledge of the town were valuable. Steve Gutowski made a motion to sign the contract with Justus DeVries through June 30, 2016. Jim Warden seconded. During a brief discussion of the motion, it was suggested that a request for proposals for appraisal work go out well in advance of the end of the contract in 2016. All voted in favor of signing the contract. MOTION PASSED.

#### **5. Selectboard old business**

**(a) Carl Cole — Union Meeting Hall.** Carl Cole reported that painting work had been completed on the Union Meeting Hall, in time to be paid for with money from the FY 2014 budget. Some damage was discovered on the southwest corner of the front of the building, requiring hand work to create replacements for some of the crown molding. Electrical work has not yet been completed, Cole said, adding that town treasurer Garrit Smits believes a window remains open to have the work paid for with money from the FY 2014 budget.

**(b) Carl Cole — Grange Hall roof.** Cole said that he remains in touch with Camara Slate Products in Fair Haven, though no date has been set for repair work on the rust-stained roof slates. He hopes to have more information by the next board meeting on July 15.

**(c) Update from Ferrisburgh Day meeting.** Gloria Warden, town clerk, reported on a second meeting of the group hoping to organize a Ferrisburgh Day celebration for later this year. The state parks, Kingsland Bay and Button Bay, are both still under consideration as sites, with dates likely after Labor Day. She also reported that Deanna and Charlie Shapiro had attended the most recent meeting and offered the use of their barn for the celebration. She said the Lions Club has been approached about possibly providing food for the event. Another meeting is scheduled on July 14 at 6:30 p.m. at the town offices.

**(d) Parking ordinance: Revisions and approval of extra time for VLCT.** Steve Gutowski reported on progress on the new town parking ordinance, reviewed by the Vermont League of Cities and Towns. He said the board needed to determine fines for parking violations, and authorize payment for an additional half-hour of VLCT's time, for a total of \$44. The board decided to set the fines as \$10 for the first offense and \$25 for second and subsequent offenses.

Steve Gutowski made a motion to approve the town parking ordinance, setting fines at \$10 for the first offense and \$25 for second and subsequent offenses, correcting a typo in Section 5, and adding the selectboard as the authority for appeals in Section 8. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Jim Warden made a motion to pay \$44 for the additional half-hour of work by VLCT. Jim Benoit seconded. All voted in favor. MOTION PASSED.

## **6. Selectboard general business**

**(a) Grange Hall — upstairs air conditioning.** Having tabled the matter at its June 17 meeting to gather more information, the board decided it still didn't have enough information to make a decision on whether to install air conditioning upstairs in the Grange Hall. (The downstairs section where the town offices are located is already air-conditioned). Since duct work is already in place, the job would mostly be installation of a compressor outside the building. The town will ask bidders to provide further details and take up the matter again at its next meeting on July 15.

## **7. Public comment**

Bob McNary asked whether a meeting had been arranged with Bread Loaf Corporation to discuss issues that have arisen with the Grange Hall. Board members had decided on June 17 to set up a meeting with Bread Loaf, and said the meeting is scheduled for August 5 at 6 p.m., half an hour before that evening's scheduled selectboard meeting. Steve Gutowski said the board would draw up a list of the issues that need to be addressed with Bread Loaf and go over it at its July 15 meeting.

Bob McNary asked about the Crossroads Chapel request to lease the Union Meeting Hall, and specifically whether Crossroad services would attract more than 50 people, which is beyond the approved capacity for the building, currently being renovated by the town. The board voted to pursue an agreement with Crossroads at its June 17 meeting, and board members said that any agreement would include a reference to the 50-person limit.

Bob McNary asked about the total legal costs so far in litigation over a culvert issue. The board said it did not have that information, but would provide it at the next meeting.

Mike Muir asked whether a meeting had been set up with the group planning the recreational facility on school property, and Loretta Lawrence reported that Martha Davis would represent the group at the board meeting on July 15. Muir also asked about the Union Meeting Hall boundary issue, and Loretta Lawrence said the town and adjoining property owners are very close to a resolution.

Carl Cole said board members should take a look at the landscaping on the section of the Big Oak Farm property adjoining the Ferrisburgh Town Beach. He said it looks great, and board members who had seen the work agreed.

#### **8. Selectboard to approve or sign**

**(a) Bond for town highway garage.** The town is using a 20-year, \$850,000 bond to pay for construction of two buildings at the town highway garage. The bond was approved at a special town meeting on December 10, 2013.

Sally Torrey made a motion to approve the resolution issuing the bond. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Steve Gutowski made a motion to approve the highway garage improvement bond (including the bond, the certificate of registration, the tax certificate, and the loan and bond purchase agreement). Jim Warden seconded. All voted in favor. MOTION PASSED.

**(b) Selectboard warrant.** Sally Torrey made a motion to approve the selectboard warrants for a total amount of \$115,810.56. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**(c) Radio Bean catering license — Lake Champlain Maritime Museum, July 3, 2014.** Radio Bean Coffeehouse in Burlington asked the town approve a catering license for an event at the Lake Champlain Maritime Museum on July 3, 2014, from 5 p.m. to midnight. Jim Benoit made a motion to approve the request. Jim Warden seconded. All voted in favor. MOTION PASSED.

**(d) Eurowest Inns Inc. catering license — wedding, Kingsland Bay State Park, July 5, 2014.** Eurowest Inns of Essex, Vt., asked the town to approve a catering license for a wedding at Kingsland Bay State Park on July 5, 2014. Jim Warden made a motion to approve the request. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

#### **9. Other business**

Jim Warden suggested purchasing a new hose for watering the gardens outside the town hall. Other board members agreed.

## **10. Correspondence**

**(a) VLCT — hazard survey of town garage and town offices.** The town received a report from the Vermont League of Cities and Towns on a routine hazard survey of the town garage and office. At the town garage, the report noted a hose left on a floor, presenting a trip hazard, and the lack of written “lockout/tag out” procedures on various pieces of equipment. Jim Benoit said he was familiar with hazard surveys, and that having so few items identified at the town garage was a sign that the town is doing a good job. At the town office, several emergency lights did not work when tested, and several doors were not labeled. All of the recommendations from the VLCT report are being implemented.

## **11. Personnel — review new fiscal year (may be executive session)**

At 8:38 p.m., Sally Torrey made a motion to enter executive session to discuss personnel matters, as the new fiscal year gets under way. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

Steve Gutowski made the motion to leave executive session at 9:08. Jim Benoit seconded. All voted in favor. MOTION PASSED. No action taken.

## **12. Adjournment**

The meeting was adjourned at 9:08 p.m.

Respectfully submitted,

Tim Etchells