

**Town of Ferrisburgh
Selectboard Minutes / DRAFT
July 3, 2017**

Members present: Jim Benoit, Rick Ebel, Steve Gutowski, Loretta Lawrence.

Absent: Michael "Red" Muir

Town officials present: Deb Healey, town treasurer

Visitors present: Steve Huffaker, Lincoln Lande, Bessie Sessions.

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

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

2. Approve minutes — May 16, 2017; June 20, 2017, special meeting; and June 20, 2017, regular meeting.

Rick Ebel made a motion to approve the minutes of May 16, 2017, with noted additional paragraph below, and the special and regular June 20, 2017, meetings, as submitted. Jim Benoit seconded each motion. All voted in favor. MOTION PASSED.

5. (a) Vermont Green Line (VGL) Committee update.

Rick Ebel, submitted an invoice approved by the VGL Committee to the selectboard. After discussion, Red Muir made a motion to approve payment of the invoice from Carroll, Boe & Pell, in the amount of \$3,561.30 from the VGL escrow account. Jim Benoit seconded. Jim Benoit, Rick Ebel, Loretta Lawrence, and Red Muir voted in favor. Steve Gutowski abstained. MOTION PASSED.

3. Selectboard new business

(a) Steve Huffaker — appointments to Addison County Solid Waste Management District Board of Supervisors and Addison County Regional Planning Commission Transportation Advisory Committee. After discussion, Steve Gutowski made a motion to appoint resident Steve Huffaker as a delegate representing the town to the Addison County Solid Waste Management District Board of Supervisors and the Addison County Regional Planning Commission Transportation Advisory Committee for the 2017–2018 term. Jim Benoit seconded each motion. All voted in favor. MOTION PASSED.

(b) Memorandum of Understanding between town of Ferrisburgh, Ferrisburgh Town School District, and Addison Northwest School District (Unification July 1, 2017). After discussion, this item was tabled until the next regular selectboard meeting on July 18, 2017, at 6:30 p.m.

4. Selectboard old business

(a) Security camera quotes. After discussion including distinct features of the proposed systems, camera placement, and associated costs, this item was tabled until the next regular selectboard meeting on July 18, 2017, at 6:30 p.m.

5. Selectboard general business

(a) Vermont Green Line (VGL) Committee update. Rick Ebel, a member of the town's VGL Committee, said the new attorney representing Vermont Green Line Devco, LLC sent a letter to the committee stating that the project is on hold until the company has spoken to the rest of the Vermont utilities.

(b) Lincoln Lande, groSolar — discussion of proposed Memorandum of Understanding (MOU).

After a lengthy discussion, Rick Ebel made a motion to support the project [a 5 MW AC solar installation and battery storage at the corner of Greenbush Road and US Route 7] with the condition

that Lincoln consult with the town's Zoning Board of Adjustment and Planning Commission. The selectboard will send the MOU to Jim Carroll, the town's attorney from the firm of Carroll, Boe & Pell, for review. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

(c) Set date for Town Plan hearing #3. After discussion, the board set the date for August 8, 2017, at 6:30 p.m.

6. Public comment

There was no public comment for this meeting.

7. Other business

Loretta Lawrence announced that counters have been placed on Plank Road to conduct a traffic study through July 2017. The counters will then be moved to Shellhouse Mountain Road.

8. Correspondence

There were no items under correspondence for this meeting.

9. Selectboard to approve or sign

(a) Selectboard warrant. After review, Jim Benoit made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$24,306.38. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

10. Personnel — meeting with Town Treasurer Deb Healey. The board met with Deb Healey, town treasurer, to discuss her hours and wages. Citing the value of the benefits package given to the prior town treasurer, which she is not receiving as a 20-hour per week employee, Deb Healey requested a pay increase from \$18.50 to \$25.00 per hour. Deb also stated that the position of town treasurer appears to require only 15 hours per week, not the full 20 hours that were budgeted. She felt comfortable that 15 hours per week would be sufficient. The new fiscal year budget for wages for town treasurer would support the raise and still allow for more than the 15 hours per week, if needed. After discussion, Steve Gutowski made a motion to increase the town treasurer's hourly wage to \$25.00 per hour for a 15-hour workweek with no benefits, effective July 10, 2017. Jim Benoit seconded. All voted in Favor. MOTION PASSED.

Deb Healey told the board that she has much experience in office management and was offering her services to conduct a workflow analysis of the office. Discussion ensued. Deb stated that this analysis could help in regard to the efficiency of workflow in the office, whether or not more staff is needed, as well as better coverage when employees are out. The board commented that this sounded like a good idea and authorized Deb to conduct a workflow analysis beginning in August 2017.

11. Adjourn

Rick Ebel made a motion to adjourn the meeting at 8:03 p.m. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,

Jean Silveira