

Town of Ferrisburgh
Selectboard Minutes / APPROVED
February 6, 2018

Members present: Jim Benoit, Rick Ebel, Steve Gutowski, Loretta Lawrence, Michael Red+Muir.

Town officials present: No town officials were present.

Visitors present: Jean Cirillo, George Gardner, Rayne Herzog, Bessie Sessions, Ken Sullivan, Rachel Totten.

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 — January 16, 2018, special meeting; January 16, 2018, regular meeting; January 23, 2018, budget work session; January 24, 2018, special meeting.

Rick Ebel made a motion to approve the minutes of the January 16, 2018, special meeting, as submitted. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Rick Ebel made a motion to approve the minutes of the January 16, 2018, regular meeting, as submitted. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Steve Gutowski made a motion to approve the minutes of the January 23, 2018, budget work session, as submitted. Rick Ebel seconded. All voted in favor. MOTION PASSED.

Steve Gutowski made a motion to approve the minutes of the January 24, 2018, special meeting, as submitted. Jim Benoit seconded. All voted in favor. MOTION PASSED.

3. Selectboard new business

(a) Addison Northwest School District (ANWSD) — presentation on proposed bond. George Gardner, a member of the ANSWD Facilities Committee, addressed the board providing information about a warned article for a \$7.6 million bond to be presented to voters on March 6, 2018. The bond will fund energy and safety improvements in district schools. George reviewed many details and the rationale of the proposed plan. He and Ken Sullivan, ANWSD director of buildings, grounds, and safety, answered questions from the board about the current state of the heating/ventilating and electrical systems. George explained that the energy savings in combination with a retiring bond from 2001 means the project will not raise the budget. Energy Efficient Improvements, Inc. (EEI), a New Hampshire-based energy management contractor (selected via competitive bid in 2017), will manage the project. EEI has guaranteed an annual energy savings of \$212,000.00. The details of the bond vote will be discussed as part of the school board meeting at Vergennes High School on February 12, 2018, from 5:30 to 7:30 p.m. EEI will make a presentation following the meeting.

(b) Rayne Herzog — Race Vermont — May 12, 2018. Rayne Herzog, owner of Race Vermont, detailed for the board many aspects of the races including safety issues, signage placement, race hours, and police traffic control. He will submit a certificate of insurance along with a letter from Bob Beach, co-owner of Basin Harbor Club, granting Rayne permission to use the grounds of the club. Rayne described how this event is a fundraiser for the Lake Champlain Maritime Museum, stating that \$12 of each entry fee will go to the museum. Rick Ebel made a motion to approve the use of town roads by Race Vermont for events on May 12, July 7, and August 18, 2018, providing that Rayne submits the necessary paperwork and certificate of approval. Red Muir seconded. All voted in favor. MOTION PASSED.

(c) **Rayne Herzog — Race Vermont — July 7, 2018.** See 3 (b).

(d) **Rayne Herzog — Race Vermont — August 18, 2018.** See 3 (b).

(e) **“Draft” management letter — by RHR Smith & Company.** The draft letter noted deficiencies related to general ledger reconciliations and cash receipting. These deficiencies were occurring prior to the hiring of Deb Healey, town treasurer.

4. Selectboard old business

There were no items under old business for this meeting.

5. Selectboard general business

(a) **Rachel Totten — hall rental agreement — February 11, 2018, from 9:00 a.m. to 1:00 p.m.** Steve Gutowski made a motion to rent the upstairs community hall to Rachel Totten for the fee of \$50.00, a \$500.00 deposit, and proof of insurance. Rick Ebel seconded. All voted in favor. MOTION PASSED.

(b) **Ferrisburgh Conservation Committee — hall rental agreement — February 22, 2018, from 5:30 to 8:30 p.m.** Jim Benoit made a motion to rent the upstairs community hall to the Ferrisburgh Conservation Committee, waiving all fees. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

(c) **Change of date of March 6, 2018, selectboard meeting (Australian ballot voting day).** The date of the regular selectboard meeting will remain March 6, 2018.

(d) **Maintenance Committee Report.** Red Muir reported that the septic alarm for the town offices building went off last week. He said both Clark’s Septic Services and J & A Pump and Motor Service, Inc. came to diagnose and repair the problem. Red said the main issue pertains to the type of floats currently being used. It was recommended that when it is time to replace the floats that they be replaced with liquid level ones. Clark’s has yet to send a bill. J & A Pump and Motor Service, Inc.’s bill is \$742.00. The committee recommends payment.

FJG Electric, Inc. submitted an estimate to move the annunciator panel from the basement to the first floor side entrance of the town offices building. The contracted price, which includes parts, labor, testing, permits, and inspections, is \$1,848.00. George Gardner, owner of George’s Locks & Security, replaced the lock set at the rear entrance door, per approval of the selectboard; the cost was \$650.00. The board had previously authorized these two projects with a budget not to exceed \$2,500.00.

Red’s final comment was that he will obtain an estimate for an energy audit of the town offices building.

(e) **Vermont Agency of Transportation — Road Posting Notice — selectboard requirements.** The board is aware that, per state statute, the Road Posting Notice must be posted by the selectboard in two public places and will become effective at that time. The information regarding vehicle weight will be forwarded to Jon Bull, road foreman.

(f) **Delinquent Tax Collector — appointment.** The current term of the Delinquent Tax Collector expires March 2018. After discussion, Jim Benoit made a motion to appoint Deb Healey, town treasurer, as Delinquent Tax Collector for a period of one year with a stipend of \$3,000.00. Rick Ebel seconded. All voted in favor. MOTION PASSED.

6. Public comment

Bessie Sessions asked if the board could share any information from the earlier special meeting with Jim Carroll, the town's attorney from the firm of Carroll, Boe & Pell, regarding excessive tree cutting on Arnold Bay Road by the Vorstevelds. Loretta Lawrence replied that the board has taken action and authorized Jim to respond to the Vorstevelds agreement to mediation.

7. Other business

The lights in the meeting space continued to go out for the duration of the selectboard meeting. The board will ask Pam Cousino, assistant town clerk/assistant town treasurer, to correct the problem by adding an hour onto the automatic timer.

A lengthy discussion ensued, led by Jim Benoit, regarding the backlog of recordings in the town clerk's office. It is the consensus of the board to ask the clerk's office to provide data regarding the backlog of recordings. Loretta Lawrence will contact Gloria Warden, town clerk. The board will be looking for the date of the oldest recording, the number of recordings that come in each day, and the number of documents not yet recorded to date. The information should be done in a spreadsheet format and be available for the February 20 regular selectboard meeting. In addition, the board will ask for a written update every two weeks.

8. Correspondence

(a) Addison County Regional Planning Commission (ACRPC) — Notice of Public Hearing on February 14, 2018. By letter, the town was informed that a Notice of Public Hearing regarding amendments and re-adoption of the regional plan would be held at 7:00 p.m. on February 14, 2018, at the ACRPC's office at 14 Seminary Street in Middlebury, Vermont. Parties interested in reviewing the plan can see it online at www.acrpc.org.

(b) Department of Veterans Affairs — variety of services including assistance to veterans. In an attempt to contact all veterans regarding its services, the White River Junction Veterans Administration Medical Center sent a letter to the town for posting. The center offers access to primary and specialty healthcare, mental health treatment, and other support services through seven community-based outpatient clinics for veterans.

(c) Mary Johnson Children's Center — notice of closure and thank you to the town. Anne Gleason, school age programs coordinator, sent a letter to the town announcing the center would not be operating its licensed summer program this year. She thanked the town for its past support.

(d) Update on 2018 Current Use Values. By email, the town was notified that the current use values have been set as follows: agricultural land \$347.00 per acre, forest land \$136.00 per acre, and forest land greater than one mile from a Class 1, 2, or 3 Road \$102.00 per acre.

(e) Vermont Department of Transportation (VTrans) — Class 1 and Class 2 highway centerline painting — notice of planned town roadwork. The board will ask John Bull, road foreman, to review work scheduled April 1. October 31, 2018, for these highways and email VTrans, if necessary.

9. Selectboard to approve or sign

(a) Dollar General store #13135 — 2018 Liquor License renewal application. Jim Benoit made a motion to renew the 2018 liquor license for Dollar General store #13135. Rick Ebel seconded. All voted in favor. MOTION PASSED. The liquor license is for a retail store located at 186 Monkton Road.

(b) Listers Certificate and Attestation. Jim Benoit made a motion to authorize Loretta Lawrence to sign the Listers Certificate endorsing that there are no appeals pending from action of the listers nor

suits pending to recover taxes paid under protest relating to the April 1, 2017, grand list. Rick Ebel seconded. All voted in favor. MOTION PASSED.

(c) 2018 State of Vermont Certificate of Highway Mileage. Jim Benoit made a motion to authorize Loretta Lawrence to sign the 2018 State of Vermont Certificate of Highway Mileage. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

(d) Selectboard warrant. After review, Rick Ebel made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$36,268.18. Jim Benoit seconded. All voted in favor. MOTION PASSED. The board authorized Deb Healey, town treasurer, to bill the owners of the home at 1316 Basin Harbor Road, for \$104.00, for a carbon monoxide false alarm.

Jim Benoit made a motion to authorize Loretta Lawrence to sign a special selectboard warrant that will authorize a check payable to the USPS for the bulk mailing cost of town reports. The exact amount of the check, which will not exceed \$1,100.00, will be filled in after the cost is determined by the post office. Rick Ebel seconded. All voted in favor. MOTION PASSED.

10. Adjourn

Red Muir made a motion to adjourn the meeting at 8:15 p.m. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,

Jean Silveira