

**Town of Ferrisburgh
Selectboard Minutes
May 17, 2016**

Members present: Steve Gutowski, Loretta Lawrence, Michael “Red” Muir, Jim Warden. **Absent:** Jim Benoit.

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

Visitors present: Merrill Bent, Gary Eley, Deb Healey, Craig Heindel, Bob McNary, Susan Oliveira, Christian Pinillos, Bessie Sessions, Ron Smith.

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 3, 2016; May 10, 2016.

Red Muir made a motion to approve the minutes of May 3, 2016, as presented. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

Steve Gutowski made a motion to approve the minutes of May 10, 2016, as presented. Red Muir seconded. All voted in favor. MOTION PASSED.

3. Selectboard new business

(a) Ron Smith — RHR Smith & Company — auditor report. Ron Smith summarized the town’s financial position as of June 30, 2015, the period covered by the audit. He made recommendations including advising the board that now that the town garage has been built, it is time to start to build reserves. He will contact the board within the next few weeks to schedule a meeting to discuss an audit of the July 1, 2015, to June 30, 2016, time period.

Discussion ensued about the continued growth of the maintenance and repair fund as well as the pros and cons of borrowing for projects with large capital outlays.

Ron also stated that he had been contacted by Craig Heindel, a member of the town’s Vermont Green Line Committee, to discuss Ron’s possible role regarding funds committed to the town by Vermont Green Line Devco, LLC. Craig had prior approval from the selectboard to contact Ron regarding the project.

(b) John Bull — road foreman’s report. John reported about several projects completed by the crew including planting trees and installing a new fence around the cemetery, cleaning up and reseeding the town beach, rebuilding a small section of Fuller Mountain Road, and repairing a ditch on Avery Road.

He said the old town garage was now down. All construction debris went to the transfer station; the tipping fee was \$3,392. The town was paid \$300 for recycling the steel from the garage. The cement blocks and pad will be broken up and used for fill for other projects.

John relayed information about “The Game of Logging,” a two-day safety course on May 24 and 25, 2016, which his department will host. It will provide hands-on training in chainsaw use and the art of dropping trees. Activities will occur at three locations: the woods behind the town garage, the town

offices, and Kellogg Bay Road. The course is presented by Vermont Local Roads in partnership with the Vermont Agency of Transportation.

The final details of constructing an additional parking lot at the town offices and a loop road connecting to Atkins Road were discussed. John will contact Zoning Administrator Ken Wheeling to discuss if a permit is needed for this project.

John stated that the used landscape trailer he had emailed the selectboard about was no longer on the market. After discussion about the ongoing need for a landscape trailer, Jim Warden made a motion to approve the purchase of a new trailer for \$2,900 from Perfection Motorsports/Trailer Sales. Red Muir seconded. All voted in favor. MOTION PASSED.

(c) Vermont CARES — bicycle fundraiser — June 11, 2016. Christian Pinillos, events & marketing manager, discussed the logistics of his organization's annual bike tour, the Champ Ride. The four routes, ranging from 17 to 100 miles, will include Ferrisburgh roads. Jim Warden expressed concern that the hours of the event are from 5:00 a.m. to 4:00 p.m. Christian said the early start was for about four cyclists who need to start earlier than the rest of the riders to cover the 100 miles. Red Muir made a motion to approve the use of town roads for the Champ Ride on June 11, 2016. Steve Gutowski, Loretta Lawrence, and Red Muir voted in favor. Jim Warden voted no. MOTION PASSED.

(d) Discuss concerns regarding the Chittenden Regional Correctional Facility work crew. Town Treasurer Garrit Smits hired a work crew from the facility to work on the perimeter of the town offices and school grounds without first seeking approval from the selectboard, or discussing the matter with John Bull, or the Ferrisburgh Central School. Loretta Lawrence received a call at 8:00 a.m. on Tuesday, May 10, 2016, stating that the work crew was coming soon. Loretta tried to contact Garrit to stop the project. Garrit was not at work. However, the work crew was notified and cancelled. Several members of the board expressed concern about the safety of the children as well as the undue stress the situation would cause parents and school staff. In the future, all projects will be reviewed by the selectboard prior to any action being taken. Loretta stated that she had also contacted Garrit by email that morning, and has not heard back from him.

4. Selectboard old business

(a) Personnel Policy review — proposed edits and updates. After discussing changed wording to the section about vacation pay and additional wording in the section about commercial driver license physicals, Loretta Lawrence stated she would send a copy of this final version to all town employees for review. All comments/questions should be forwarded to the selectboard by the June 7, 2016, regular meeting.

(b) Vermont Senior Games bicycling race — August 27, 2016. Gary Eley, president of the Vermont Senior Games, returned to discuss the final logistics of his organization's four bike races on Ferrisburgh roads. After the May 3 meeting, he spoke to area farmers and the principal at Ferrisburgh Elementary School. After changes to the routes and a back-up plan for parking were discussed, Steve Gutowski made a motion to approve the use of town roads for the Vermont Senior Games bicycling race on August 27, 2016. Jim Warden seconded. All voted in favor. MOTION PASSED.

Gary commented that his organization will make a \$300 donation to the town as a way to be a good neighbor and show appreciation to the people of Ferrisburgh for use of town roads. The donation will be made to the Ferrisburgh Fire Department.

5. Selectboard general business

(a) Vermont Green Line (VGL) — committee update. Craig Heindel, a member of the town's VGL Committee, gave an update of the previous night's meeting. Discussion ensued about the most efficient way to create a system to approve bills for payment for the project by the escrow agent, Joan Donahue of Conley & Foote Law Offices of Middlebury, Vermont. The procedure to certify payment is as follows: after the invoice mailed to the town offices is stamped with the date received, Craig and/or other VGL committee members will review the bill. If approved by this committee, the bill will be submitted to the selectboard for approval at the next selectboard meeting.

After Craig submitted the first bill to the selectboard, Red Muir made a motion to approve payment of the invoice dated May 9, 2016, from Carroll, Boe & Pell, in the amount of \$2,743.20 from the VGL escrow account. All voted in favor. MOTION PASSED.

Jim Warden made a motion to authorize the Vermont Green Line Committee to review and submit invoices to be paid by the escrow agent at regular selectboard meetings for selectboard approval. Red Muir seconded. Loretta Lawrence, Red Muir, and Jim Warden voted in favor. Steve Gutowski abstained. MOTION PASSED.

6. Public comment

Bessie Sessions asked who did the demolition of the old garage building. Loretta Lawrence replied that the town garage employees took down the building and that the hazardous waste was removed. Steve Gutowski stated that asbestos abatement was done by professionals.

7. Other business

Red Muir questioned if the silt fences at Dollar General and the Pomerleau solar farm could be removed. Steve Gutowski stated that there is a certain amount of time that needs to pass before this can be done.

Discussion ensued about the recent "Mud Run" event held on Plank Road. Red Muir expressed concern that there may be a Class IV wetland located on the property.

Note: This agenda item was discussed after **9 (c)**.

8. Correspondence

(a) New Haven Volunteer Fire Department — seminar on solar systems and their implications for firefighters. The seminar is May 21, 2016, from 8:00 a.m. to 4:00 p.m. at the New Haven Town Hall with site visits to solar operations.

(b) Vermont Public Service Board (PSB) — procedural order — Addison GLC Solar, LLC. The PSB has extended the deadline for submission of a Fast Track Analysis by Addison GLC Solar, LLC to June 3, 2016.

(c) Homeward Bound (Addison County's Humane Society) — seasonal Trap-Neuter-Return program for feral barn cats and loosely owned community cats. Running from June through October 2016, the program is intended to humanely reduce feral cat populations and provide basic health care. The cats are vaccinated for rabies and distemper as well as spayed/neutered. The clinics are free for farmers and property caretakers.

(d) Vermont Department of Public Service — SunEdison Origination 1, LLC — Walker Road — re: April 6, 2016, letter comments. After review of supplemental material provided by SunEdison regarding its proposed solar electric generation facility, the Vermont Department of Public Service has determined that the specific concerns it raised have been resolved.

(e) Zoning administrator to Hunt and Collins — re: permit error. In a letter to David Hunt and Charlene Collins, Ken Wheeling, zoning administrator, explained the permit erroneously granted by the interim administrator for a Home Occupation I permit should have been a Home Occupation II permit. Ken stated that the Home Occupation II application requires a Conditional Use permit, which must be approved by the Zoning Board of Adjustment.

(f) Vermont League of Cities & Towns (VLCT) — spring planning and zoning forum — June 15, 2016. The forum will be held at the Lake Morey Resort in Fairlee, Vermont, from 8:30 a.m. to 3:30 p.m.

(g) Vermont Department of Environmental Conservation — wetland permit: 2015-466 Locust Lane. Jacqueline Couture submitted a Wetland Individual permit requesting approval for an existing farm road that crosses through a wetland to be improved to access a new single family home site located at 70 Locust Lane in Ferrisburgh.

(h) Vermont Department of Environmental Conservation — wastewater and potable water supply permit WW-9-1539. The town was copied on a letter from the department to Jeffrey Provost of Dockview, LLC addressing deficiencies identified in a Notice of Alleged Violation issued March 9, 2016.

9. Selectboard to approve or sign

(a) American Red Cross — rental agreement for upstairs community hall — May 24, 2016. Gloria Warden asked if the American Red Cross could use a credit card for the damage deposit for the organization's blood drive. After discussion, Steve Gutowski made a motion to rent the upstairs community hall to the American Red Cross, waiving the rental fee but requiring proof of insurance with acceptance of a credit card to secure the \$500 damage deposit. Red Muir seconded. All voted in favor. MOTION PASSED.

(b) Dollar General — second class liquor license. An application for a second class liquor license was submitted, along with supporting documents, by Dollar General for the company's location at 186 Monkton Road in Ferrisburgh.

(c) Listers' request 30-day extension for filing 2016 abstract of individual lists and the preliminary 2016 grand list. The listers requested a 30-day extension from the June 4, 2016, filing date to hold a second 2016 Grievance Hearing. Steve Gutowski made a motion to approve the listers' request for a 30-day extension. Jim Warden seconded. All voted in favor. MOTION PASSED.

(d) Selectboard warrant. After review, Red Muir made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$404,336.00. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

10. Adjourn

Red Muir made a motion to adjourn the meeting at 8:50 p.m. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,
Jean Silveira