



## SELECTBOARD MEETING OF JULY 16, 2018

Members Present: Eric Dodge, Brian Kellogg, Judy Bickford & Chris Towne.

Department Heads: Dan Lindley, Town Administrator; Richard Keith, Chief of Police, Sara Haskins, Town Clerk/Treasurer, Tina Sweet, Finance Director, Tricia Follert, Community Development Coordinator, Nathan Pickard, EMS Chief, Corey Boisvert, Assistant EMS Chief and Shawn Goodell, Fire Chief.

Guests: Andrew Martin, News & Citizen; Kathy Cookson.

**Brian Kellogg called the Selectboard meeting to order at 6:00 PM.**

### **I. AGENDA CHANGES OR ADDITIONS**

1. Add Application for Oxbow Use- New Business
2. Add Quit Claim Deed for Leased Lands- New Business
3. Add Pocket Park Design Plans- New Business

### **II. APPROVE MINUTES OF PREVIOUS MEETING**

**Motion made by Eric Dodge to approve minutes of July 2, 2018, motion seconded by Judy Bickford. Motion carried. (4/0)**

### **III. COMMUNITY CONCERNS**

None

### **IV. LIQUOR CONTROL**

None

### **VIII. NEW BUSINESS**

**Application for Oxbow Use-** Kathy Cookson of Morrystown Afterschool Program is requesting to use the Oxbow for a Reptile Show. This will be a free event open to the public. Kathy will provide updated insurance information for the exhibitor as well as the Morrystown Afterschool Program.

**Motion made by Eric Dodge to approve use of Oxbow Park for a Reptile Exhibition sponsored by the Morrystown Afterschool Program and to waive the \$500 security deposit, motion seconded by Judy Bickford. Motion carried. (4/0)**

1. **Financial Management Questionnaire-** This is an annual form that Sara Haskins does as the Town Clerk/Treasurer for the auditors

**Motion made by, Chris Towne to approve Financial Management Questionnaire for the Town Clerks Office, motion seconded by Eric Dodge. Motion carried. (4/0)**

2. **Discuss Mandatory Direct Deposit for Volunteers-** The Finance Department would like to make direct deposit mandatory due to the amount of work it creates when someone doesn't cash a check, or they lose it. Shawn Goodell, Fire Chief, stated that it may be tough for some of his younger volunteers as they may not have checking accounts. Funds can be deposited into anyone's account (IE: Parent). The Selectboard talked about making direct deposit a uniform practice for all employees not just volunteers.

**Motion made by Eric Dodge to adopt direct deposit as a common accounting practice for all Town Employees as of September 30, 2018, motion seconded by Chris Towne. Motion carried. (4/0)**

3. **Eliminate Parking-** Tricia Follert has had some requests to eliminate parking on the 4<sup>th</sup> of July along Main Street, Portland Street and Bridge Street for future parades. People sitting in their cars while running causing those sitting along the sidewalks to be consumed by the fumes. This would create a bit more work for the Highway Department but would make for a safer parade environment for the attending public.

**Motion made by Eric Dodge to eliminate parking along Bridge Street, Portland Street and Main Street for the 4<sup>th</sup> of July Parade during the hours of 6AM to 1PM, motion seconded by Chris Towne, Motion carried. (4/0)**

4. **EMS Temporary Hire-** Nathan would like to hire Jason Graves as a fulltime temporary employee at 48 hours per week with no benefits. This will fill Asst. Chief Corey Boisvert's position while she is out for surgery.

**Motion made by Eric Dodge to approve hiring Jason Graves as a full-time temporary employee at a pay rate of \$13.25 per hour for 48 hours per week to fill Corey Boisvert's position for 6-8 weeks while she is out due to surgery. Motion seconded by Judy Bickford. Motion carried. (4/0)**

5. **Discuss Tax Sale Expenses-** Richard Sargent, Town Attorney sent a memo to the Selectboard asking them to adopt a procedure for collecting legal expenses pursuant to Title 32 of the State Statute. The Selectboard had some questions about the wording and made some changes. They would like Richard to look at the changes before they approve it.
6. **Quit Claim for Leased lands-** PHPN, Inc. is asking the Town to release its interest in the leased land.

**Motion made by Eric Dodge to approve request to release leased land to PHPN Inc., motion seconded by Judy Bickford. Motion carried. (4/0)**

7. **Pocket Park-** Lamoille County Conservation District received a grant to build a pocket park in the Municipal parking lot near Caplan's. Tricia Follert, Community Development Coordinator, reviewed the plans with the Selectboard. The Selectboard would like to see an easement from Demars Properties.

## **IX. WARRANTS**

**Motion made by Eric Dodge to approve warrants through July 16, 2018, motion seconded by Chris Towne. Motion carried. (4/0)**

## **X. TA REPORT**

- Road Site Hearings Weds. July 18, 2018 beginning at 5PM at Miller Bridge Road.
- Duhamel Pit site visit scheduled for August 1, 2018
- Thank you to everyone involved with the 4<sup>th</sup> of July.

## **XII SELECT BOARD CONCERNS**

### **Chris Towne**

- Thank you to Dan for his work on the 4<sup>th</sup> July Parade and to Mary Ann Wilson and Eric Dodge for their work as Master of Ceremonies.

### **Brian Kellogg**

- None

### **Eric Dodge**

- None

### **Bob Beeman**

- None

### **Judy Bickford**

- None

## **XIII OTHER BUSINESS**

**Motion made by Eric Dodge to enter Executive Session to discuss appointment or employment or evaluation of public officer or employee to the body will clearly place the Town at a substantial disadvantage. Pursuant to 1 V.S.A Section 313 (4) of the Vermont Statutes. To include Dan Lindley, Town Administrator, Corey Boisvert, Asst. EMS Chief, Nathan Pickard, EMS Chief. Motion seconded by Judy Bickford. Motion carried. (4/0)**

**Motion made by Eric Dodge to come out of Executive Session, motion seconded by Judy Bickford. Motion carried. (4/0)**

**XIV ADJOURN**

**Motion made by Chris Towne to adjourn at 8:00PM, seconded by Judy Bickford  
Motion carried. (4/0)**

Respectfully submitted and filed this 16<sup>th</sup> day of July 2018.  
Erica Allen, Scribe

**Please note all minute are in draft form and are subject to approval at the next Selectboard meeting.**