



SELECTBOARD MEETING OF FEBRUARY 13, 2017

Members Present: Brian Kellogg, Joni Lanphear, Eric Dodge, Yvette Mason.

Department Heads: Dan Lindley, Town Administrator; Richard Keith, Chief of Police; Carol Bradley, Finance Director; Shawn Goodell, Fire Chief; Mary Ann Wilson, Town Clerk/Treasurer.

Guests: Sara Haskins, Denny DiGregorio, Marcelle Poulin, Dana Douglass, Cheryl Figuera

Brian Kellogg called the meeting to order at 6:30 PM.

I. AGENDA CHANGES OR ADDITIONS

1. Add Private Road Name Request

II. APPROVE MINUTES

1. Motion made by Eric Dodge to approve minutes of January 30, 2017, motion seconded by Yvette Mason. Motion carried. (3/0)

III. COMMUNITY CONCERNS

IV. LIQUOR CONTROL

Motion made by Eric Dodge to enter session as Board of Liquor Control, motion seconded by Yvette Mason. Motion carried. (4/0)

Motion made by Eric Dodge to approve New Applicant Marcelle Poulin DBA Ornella's for 1st class at 387 Brooklyn Street no outside consumption, motion seconded by Joni Lanphear. Motion carried (4/0)

Motion made by Eric Dodge to approve New Applicant Hot Tamale Company for 1st class with outside consumption at 74 Portland Street, motion seconded by Joni Lanphear. Motion carried. (4/0)

<u>Renewal Applicant:</u>	<u>Liquor/Class:</u>	<u>Outside consumption:</u>
Cumberland Farms of Vermont, LLC	2 nd	No
Jolyri LLC (Maple House Inn)	1 st	Yes
Maxi Green (Rite Aid)	2 nd	No
Lost Nation Brewery	1 st /2 nd	Yes
Rock Art Brewery	2 nd	No
Vermont CVS Pharmacy LLC	2 nd	No
River Arts	1 st	No

Motion made by Eric Dodge to approve Liquor License renewals as presented, motion seconded by Yvette Mason. Motion carried. (4/0)

Motion made by Eric Dodge to come out of Board of Liquor Control and enter regular Selectboard Session, motion seconded by Yvette Mason. Motion carried. (4/0)

V. NEW BUSINESS

1. Approve Letter to Act 250 RE: requesting relief from condition 13 of permit 5L0059Y

Motion made by Eric Dodge to approve Letter as presented and Authorize Brian Kellogg to sign, motion was seconded by Yvette Mason. Motion carried. (4/0)

- 2. Discuss A Street to B Street** – Dan Lindley, Town Administrator is recommending to push back the time line for the A Street to B Street project due to State hold ups. The Village is also planning to update the water & sewer and Dan doesn't feel that we have enough time to put it out to bid and complete the project this construction season. Dan is hoping we have State approval by December 2017 to go out to bid for January 2018. Eric Dodge would like to see some involvement with the local legislature to hopefully move things along so that we can be ready to go out to bid by January 2018.

3. Approve Vacation, Sick, Comp Time, Payout for Town Clerk/Treasurer-

Motion made by Eric Dodge to approve final payout for the Town Clerk/Treasurer of 20.25 hours of comp time at time & half (1.5) of her regular pay rate, 480 hours of banked sick time at 100% of her regular pay rate and 320 hours of sick reserve time at 100% of her regular pay rate, motion seconded by Yvette Mason.

Discussion: Eric Dodge, Board member asked if this was in keeping with our Personnel Policy. Dan Lindley, Town Administrator said no the Personnel Policy currently pays at 75%.

Motion carried. (4/0)

4. **Town Clerk/Town Treasurer Turnover Period-** There will be a turnover period from the old Town Clerk to the new Town Clerk. Dan would like to authorize Mary Ann to work a maximum of 50 hours from March 8-18.

Motion made by Eric Dodge to authorize Mary Ann to work a maximum of 50 hours from March 8- 18 at her current pay grade, motion seconded by Joni Lanphear.

Motion carried (4/0)

5. **Appoint Temporary EMS Chief-** Nathan will be out for an extended period time and Dan Lindley, Town Administrator would like to appoint Corey Boisvert as acting Chief of EMS in Nathan Pickard absence.

Motion made by Eric Dodge to appoint Corey Boisvert as acting Chief of EMS and to increase her pay from \$18.92 to \$20.92 per hour while filling this position, motion seconded by Joni Lanphear. Motion carried. (4/0)

6. **Approve 2017 Highway Certificate of Mileage-** this is an annual mileage update that we submit to the State.

Motion made by Eric Dodge to approve 2017 Annual Certificate of Highway Mileage, motion seconded by Joni Lanphear. Motion carried. (4/0)

7. **Approve Private Road Name Request-** North Country Federal Credit Union is requesting to name their private road Upper Munson Ave.

Motion made by Eric Dodge to approve private road name request Upper Munson Ave. for North Country Federal Credit Union, Motion seconded by Joni Lanphear. Motion carried. (4/0)

VI. OLD BUSINESS

1. None

VII. APPROVE WARRANTS

Motion made by Eric Dodge to approve warrants through February 13, 2017, motion seconded by Joni Lanphear. Motion carried. (4/0)

VIII. TA REPORT-

- Cady's Falls Sewer Service Protection area is officially off the map. This will open up a lot more opportunity to add to our tax base.
- Thank you to the Highway & Street crews. They have been working long hours to keep up with the snow storms.
- February 27th is a regular selectboard meeting and February 28th will be the Special Informational Meeting for the paving article.

IX. SELECTBOARD CONCERNS-

Joni Lanphear

- None

Yvette Mason

- None

Brian Kellogg

- None

Eric Dodge

- None

Bob Beeman-

- Not Present

X. OTHER BUSINESS

Motion made by Eric Dodge to find that premature general public knowledge of relationships with Town employees to the body will clearly place the town at a substantial disadvantage, motion seconded by Joni Lanphear. Motion Carried. (4/0)

Motion made by Eric Dodge to enter Executive Session to discuss employee relations under the provisions of Title 1 Section 313 (3) (a) (3) of the Vermont Statutes to include Dan Lindley, Town Administrator and Dana Douglass, motion seconded by Joni Lanphear. Motion carried. (4/0).

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

Motion made by Eric Dodge to adjourn the meeting at 7:20PM, motion seconded by Yvette Mason. Motion carried. (4/0)

Respectfully submitted and filed this 14th day of February, 2017

Erica Allen, Scribe

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