

Selectboard members present: Peter Marsh, Mathew Norris, Susan Jefferies (Chair)
Others present: Tom Estey, Celine Coon, Kerry Kurt, Peter Ryersbach, Jan McCleery

The meeting was called to order at 5:00 pm.

The Selectboard, along with Bill Coon and Jan McCleery, met with Kerry Kurt at her home to discuss the town garage plans. The wetlands will require that the building be moved approximately 50' north of the original proposed site. It was noted that there is a low section of the berm where the farmhouse can be seen from the town property. There was discussion about using dirt from the building site to build up the berm, and possibly planting some evergreens to shield the view. K. Kurt noted that she would prefer to go back to the original location. S. Jefferies said that the town did not want to wait several months for approval to build in the wetlands buffer zone.

K. Kurt presented a bank check for the \$1,000 deposit requested to proceed with the purchase of land at the town gravel pit.

The Selectboard meeting moved to the town offices and reconvened at 5:30 pm.

Minutes: P. Marsh moved to approve the minutes of the June 2, 2015 meeting. M. Norris seconded. Voted and approved.

Bills: M. Norris moved to instruct the Treasurer to pay the bills as presented, with a protest of Brown's tree service bill. P. Marsh seconded, with the same protest. Voted and approved.

Road Foreman's Report: Tom Estey met with Black River Design, Otter Creek Engineering, the structural engineer, mechanical engineer, and electrical engineer at BRD's offices on Friday, June 12. Planning for the town garage is proceeding quickly. A temporary bridge has been installed on Ben Roberts Road where the culvert failed during recent heavy rain.

P. Marsh moved to approve the contract with Black River Design for architectural services related to the town garage and salt and sand shed. M. Norris seconded. Voted and approved.

Visitors' Business:

- **Telling and Associates** – Tom Telling joined the meeting to review the results of the June 30, 2014 audit. He reviewed the financial statements, including fund accounting requirements and fixed asset reporting. He noted that there are no material weaknesses in Starksboro's accounting systems. The bank reconciliation system is particularly strong, with the Treasurer and an Auditor opening the statement and doing the reconciliation together.
- **Town Health Officer** – Peter Ryersbach asked whether the Town Health Committee (Selectboard plus Health Officer) would like for him to perform annual inspections of farm worker housing in Starksboro. These are considered to be rental units, even if the farm workers do not pay rent. The Selectboard decided to not have the units inspected. P. Ryersbach also asked how proactive he should be regarding health violations. For example, should he investigate suspected violations if no complaint was made. The Selectboard agreed that a proactive approach was best.

Town Treasurer's Report: Celine Coon presented loan documents to borrow \$75,000 for current expenses. This loan is necessary because the town has paid for tree work resulting from the Dec 9, 2014 storm, but has not yet been reimbursed by FEMA. M. Norris moved to approve a loan from Merchant's Bank for \$75,000 at 1.03% interest for up to one year.

Financing for the town garage will be available as soon as the reconsideration period expires. The amount is \$1.65 million at an interest rate of 3.06% for 30 years. We have to lock in the interest rate by June 30. S. Jefferies moved to authorize P. Marsh and M. Norris to sign the loan documents. M. Norris seconded. Voted and approved. A special Selectboard meeting will be held on Monday, June 29 for the purpose of signing the documents.

Mail: There was no mail that required action.

Old Business:

- **Food Shelf** – P. Marsh discussed the possible installation of a door between the food shelf and the pottery studio. If a door was installed, the light switch for the studio would be on the other side of the door. We would either have to move the switch or give our lessee a key to access the light switch. The volunteer managing the food shelf has resigned. S. Jefferies will ask to meet with her to review the situation.
- **Community Center Lease** – S. Jefferies and P. Marsh will meet to review all invoices related to building upgrades to determine town vs. renter expenses.

New Business:

- **Town Office Maintenance** – P. Marsh will discuss repairs to the drainpipe, the back porch decking and the listers' floor with Mitch Horner. S. Jefferies will look into how much money is left in the major maintenance budget. M. Norris recommended that the Selectboard pursue putting in a heat pump in the town office. This would provide heat and also air conditioning. The town solar panels produce enough electricity to provide power. M. Norris also suggested considering installing a plastic barrier and laminate flooring in the listers office.
- **Monuments** – The Selectboard approved relocation of the monuments currently at the Community Center to the town office. They can be installed in the area where the barn was removed.

Agenda Items for Next Meeting:

- Town garage update – Tom Estey
- Town office and post office maintenance items – Susan Jefferies
- Review costs of Community Center renovations related to lease - Selectboard
- Purchase and sale agreement for land at town gravel pit - Selectboard
- Appointments to Development Review Board - Selectboard
- Discussion of proposed zoning bylaws - Selectboard
- Food shelf update – S. Jefferies

There will be a special meeting of the Selectboard on Monday, June 29, 2015 for the purpose of approving loan documents to finance town garage construction. July meetings will be on the 14th and 28th. Note that these are the 2nd and 4th Tuesdays of the month. An ATV hearing is scheduled for July 22 at 7:00 pm.

Meeting adjourned at 7:45 pm.

Respectfully submitted,
Susan Jefferies