

Selectboard members present: Peter Marsh, Susan Jefferies (Chair)

Others present: Tom Estey, Jan McCleery, Bill Coon, Marjorie Dickstein, Dennis Hysko, Lisa Trayah

S. Jefferies called meeting to order at 5:30 p.m.

Minutes: P. Marsh moved to approve the minutes of the October 14, 2014 Selectboard meeting. S. Jefferies seconded. Voted and approved.

Bills: P. Marsh moved to instruct the Treasurer to pay the bills as presented. S. Jefferies seconded. Voted and approved.

Town Garage Advisory Committee: The Committee reviewed and discussed the three proposals received to design a new town garage. The three proposals and a price summary are:

Firm	Phase 1 (flat fee)	Phase 2 (% of cost)
Neagley & Chase	\$7,500	5%
Black River Design	\$16,500	5.9%
Weimann Lamphere	\$10,875	4.75%

P. Marsh noted that we should not eliminate anyone based on price at this time, because this is the least expensive part of the project and there may be substantial differences in the service each firm will provide. M. Dickstein said that Neagley & Chase don't have architects on their staff, which may give a different level of building supervision. She also noted that the fees quoted are generally lower than average.

The Committee decided to interview all three firms and developed a list of questions to ask:

- How will your firm manage to complete Phase 1 within the limited time frame?
- Who will manage the project, particularly during the construction? Who will be on site, and how often?
- How many design phases are included in your Phase 1 price?
- What is your process to monitor construction costs to remain within budget?
- How often do you plan to meet with us to review the project status and budget?

S. Jefferies will schedule interviews for the Selectboard meeting scheduled for Tuesday, November 18, 2014.

A meeting was held between S. Jefferies, T. Estey and Adam Piper of the Vermont Land Trust to discuss the proposed site of the town garage and salt shed. The Land Trust has no objection to the proposed site, but suggested reviewing plans with the owners of the neighboring farm. The perpetual restrictive covenants on the gravel pit state that "these covenants shall benefit and be enforceable by successor owners of the Cota Farm, or any part thereof . . ." The Committee decided to have a lawyer review the covenants for clarification.

S. Jefferies said that the process of qualifying for a loan from the Vermont Bond Bank is somewhat complicated, so a bond lawyer should be hired soon to make sure we comply with notification, posting, informational meeting and voting requirements. The Committee agreed to proceed with engaging a bond attorney.

Road Foreman's Report: T. Estey said that they are having some issues with the steering on the on ton truck. A driveway permit for William Rich was not approved at this time. The driveway was constructed before a permit was requested, and the driveway does not meet town requirements. Mr. Rich will be notified of changes to be made, and the permit will be approved when changes are complete.

Visitor's Business:

Lisa Trayah discussed a website she is setting up. Her hope is that the website will be used to source donations for charitable organizations, such as a food shelf or fire department.

Mail:

- **Money Counter** – The Selectboard approved the purchase of a money counter for the town office.
- **Green Up Day Coordinator** – The Selectboard appointed Marcia Perry as Green Up Day Coordinator for 2015.
- **Green Mountain Getaway MS Bike Ride** – The Selectboard approved the use of Starksboro roads for this event, which is to be held on August 1 and 2, 2015

Old Business: None

New Business: None

Agenda Items: Agenda items to be added for December 2, 2015 –

- Proposal to rent space in the Community Center
- Heating options for Community Center
- Public records request policy
- Website policy
- Interview firms for town garage project (specific schedule to be determined)

December meetings are scheduled for the 2nd and 16th.

Meeting adjourned at 7:35 pm.

Respectfully submitted,
Susan Jefferies