

Starksboro Selectboard August 15, 2017

Members attending: Keegan Tierney, Koran Cousino, Peter Marsh, Tony Porter and Susan Jefferies, chair.

Others: Celine Coon, acting clerk, Rebecca Elder

S Jefferies called the meeting to order at 5:29

Minutes were reviewed and corrections were suggested. T Porter made the motion to accept the minutes as amended, P Marsh seconded. All in favor.

Mail was reviewed:

2 permits were in the box for signature. In reviewing the driveway permit, the question came up as to who should be reviewing them in the first place. It was discussed that the Zoning Administrator should be added to the form, since the new zoning regulations have clear guidelines for driveways. Sign off by Zoning Administrator, Road Foreman, and Selectboard, with addition of 2 additional signature lines on the revised form. K Cousino made the motion to approve the utility ROW for Steve Moulton on Mason Hill S. T Porter seconded, all in favor.

There was discussion about the overweight permit. The fee is pretty low. There was one permit in the in box, it was left for T Estey to sign.

The Sheriff's department contract was reviewed and discussed. The mileage charge will be reduced, but the hourly rate is increased \$2. There was discussion of the timing of patrols. K Cousino made the motion to accept the Sheriff's contract, T Porter seconded, all in favor. The board signed the contract.

The Capital improvement note was reviewed and K Cousino made the motion to approve and sign the loan from the Community National Bank NA. for \$290,000 at 2.27% for the new Fire Pumper. T Porter seconded, all in favor. Everyone signed the note.

There was discussion of the bid to clean the windows at the Town Hall and Town Offices. P Marsh called the vendor for clarification on whether it was outside only. There was discussion regarding this being within the budget of the municipal office budget, no motion necessary.

T Porter made the motion to instruct the Treasurer to pay the bills as presented, P Marsh seconded, all in favor.

T Porter informed the board that the chloride trailer lost a wheel and hit a parked truck in the driveway of a home. The insurance claim has been filed with the League of Cities and Towns.

Rebecca Elder arrived to discuss her interest in the position of the new Selectboard Assistant. She was curious about the 911 coordinator piece of the job. She has prior Grant writing experience. There was discussion of record keeping and the coordination of drug testing. There was discussion of the rate of pay. R Elder will contact S Jefferies with her thoughts on pay.

Next Rebecca discussed her findings about the current Town web site. She feels that the platform is ok. The information is all there, it just needs to be organized in a slightly different way. The web site security is in question, every user is currently an administrator. There should be changes and only have a couple of administrators, and the rest users.

Celine Coon asked the board to consider what, if anything, will be given to employees who retire in the future. We currently have nothing in the personnel policy that addresses retirees. Susan mentioned unused sick time or vacation time.

The topic of the Post Office smoke smell was mentioned by Peter. The fire department had been called out. The Town Clerk researched the Post Office lease and it is the landlord's responsibility to maintain the lighting fixtures. All the lights will be changed to LED, which no longer have ballasts, by Don McCormick. He will also change the lights in the Town Office.

Mitch Horner, gave a quote of \$4016. to replace the vault roof. Mitch also gave K Tierney a card for the company doing the metal roof at Robinson School. K Tierney will follow up.

K Cousino asked if there is a policy for building the agenda. S Jefferies explained that people call the Town Clerk, she puts people in open slots. S Jefferies explained how the school board operate their meeting preparation. Perhaps the new assistant will be able to coordinate the agenda and forward pertinent documents to the board, prior to the meeting. P Marsh would like a constant item under old business, for ongoing projects. Visitor items requested to be put on the agenda should have the person making the request noted. The item listed on the agenda is the only topic that can be discussed.

Meetings dates for September: 5th and 19th

T Porter brought up his concerns over the meeting August 22 for the roads. He feels that sentiment is not in favor of changing the class 4 roads to trails. He hopes that the Town can get a right of way from the Farr family. P. Marsh feels that there should be a site visit before a decision about the roads. P Marsh said we need to know the starting point and stopping point of the road area. T. Porter will get the GPS coordinates.

P Marsh suggested that David Russell be invited to attend a meeting of the board in September to discuss the solar array at the old landfill site and the water for David's future PRD. P Marsh will call David to see if he can attend the meeting on the 19th of September.

It was remarked that the Pottery lease has still not been signed since Jim Carroll gave his input. P Marsh will ask Judith Bryant to attend a future meeting.

T Porter made the motion to adjourn at 7:10. K Cousino seconded, all in favor

Respectfully submitted

Celine Coon

Acting Clerk