

**Selectmen's Meeting, Monday, May 9th, 2016 in the Cavendish Town Office
Meeting Room at 6:30 pm**

Present: Bob Glidden (Chairman), George Timko, Mike Ripley, Wendy Regier, Rich Svec (Town Manager), Bruce McEaney (Assistant to the Town Manager), Jen Leak (Recording Secretary), Ed McEaney of LPCTV and citizens as listed on the attached sheet.

Absent: Jill Flinn

1. Call the meeting to order

Bob Glidden, Chairman, called the regular monthly meeting to order at 6:30 p.m.

2. Review/approve minutes of the meetings of April 11, 2016

George Timko moved/Mike Ripley seconded a motion to approve the minutes of April 22, 2016. Wendy said there were a number of items from this meeting which needed to be followed up, and asked if Rich would be discussing them that evening. Rich said that, if there were items he does not follow up on, Wendy should bring them up, as appropriate, during the course of the meeting or under "other business." *All voted in favor.*

3. Sign Orders

Bob Glidden, Chairman, informed the Select Board there were no orders to sign.

4. Review Correspondence

Bob Glidden, Chairman, instructed the Select Board to review correspondence during the course of the meeting.

5. Adjust agenda

Rich said he had no adjustments to the agenda.

6. Hear Citizens

Margo Caulfield was present, and passed out an update on recent telecommunication committee activities to the Select Board. She said they are working with a state-provided list of unserved addresses, which Margo hopes will help the Town obtain funding to improve the availability of high-speed internet services.

Margo asked whether Town website funds might be used to fund telecommunication projects. She suggested that supporting Cavendish Connects to provide information for local residents might be an appropriate use of those funds.

Rich mentioned that he had received a call from Comcast regarding our no charge municipal internet service. He said they will be upgrading our service this week, at no additional charge.

Stuart Lindberg was present and said that, while he appreciated the telecommunication committee's efforts, there was much research suggesting that kids were adversely affected by time spent online.

7. Consider request from Cavendish Fire District #2 for the Select Board to appoint a Prudential Committee member to fill a current vacancy and to serve until the next annual meeting of the district.

Rich read aloud the letter from Cavendish Fire District #2 requesting that Stuart Lindberg be appointed by the Select Board to fill the vacant position of Prudential Committee member until the next annual Fire District #2 meeting. Stuart said he was willing to serve on the Prudential Committee.

George Timko moved/Mike Ripley seconded a motion to appoint Stuart Lindberg to fill the current Prudential Committee vacancy and to serve until the next annual fire district meeting. All voted in favor.

8. Review letter from the VT100 Race Director, Amy Rusiecki regarding 2016 race plans.

Rich read aloud the letter requesting permission to hold the Annual VT100 Endurance Race, which benefits Vermont Adaptive Sport programs. The course uses some sections of Cavendish town roads. The event runs from 4 a.m. on July 16th to 10 a.m. on July 17th. He passed the route map along to the Select Board members for review. The Select Board had no objections to allowing this race on the Town Highways highlighted on the route map.

9. Follow-up to discussion/action last month regarding replacement of truck #3 and the disposition of replaced vehicles

Bruce said three companies submitted bids for the two older trucks. He said the best bid was from Clarkø Truck Center. Rich and Bruce both said they felt that Clarkø bid was a reasonable price for both vehicles. Clarkø also agreed that the Town can continue to use truck #3 until the new truck #3 is delivered, which will probably be in mid to late June. The Select Board agreed with this plan.

10. Review and approve 2016 Local Emergency Operations Plan and 2016 re-adoption of NIMS for the Town of Cavendish

Rich handed out copies of the LEOP to the Select Board for review. Rich said he and Bob discussed the NIMS readoption and submitted it as needed for the May 1st deadline. Wendy asked if there was a shelter in town which allowed animals. Bob said they were welcome at the Proctorsville Fire Hall as long as they were under control.

Wendy Regier moved/Mike Ripley seconded a motion to approve the 2016 Local Emergency Operations Plan and the re-adoption of the 2016 NIMS for the Town of Cavendish. All voted in favor.

Wendy commented that she was impressed with the Canadian response to the several wildfires they are currently experiencing.

11. Town Manager to review disposition of three recent highway related grant applications

Rich noted that, at last months meeting, the Select Board had discussed submitting a Class III Town Highway paving grant even though Rich had said he did not expect it to be approved. Rich said that, indeed, the paving grant was not approved for Cavendish this year but, he added that he

still feels that it was worthwhile to submit the application, since occasionally a town which has been approved is not ready to do the work, and then the funds may be given to another town which was not initially funded but is ready to proceed.

Rich said the small structures grant (Town Highway Bridge and Culvert Structures program) to replace the Greenbush Road multiplate culvert was approved. He said that Fish & Wildlife and AOT Hydraulics engineers have both studied the site, and are suggesting a larger structure with a natural bottom.

Rich said he has not heard back from Vermont Better Roads regarding the erosion inventory grant application.

12. Update on town cemetery operations and plans for Memorial Day

Bruce noted that there have been five burials in the Town cemeteries so far this spring, and there are five more planned. He said he has hired the same mowing crew who worked last year. The Vermont Youth Conservation Corps will be in Cavendish for two weeks this summer, and will do some cemetery work including removing the chain link fence along the road at Hillcrest cemetery in addition to other projects for the Town.

Rich asked Bruce to report on how the repair work on the Hillcrest cemetery vault was progressing. Bruce said Ralph Holloway is doing the masonry work, and Jeff Gilcris will paint the trim and replace the roof. Bruce added that Jeff also replaced the roof last fall on the Cavendish Village vault.

Rich said that the new addition to the Twenty Mile Stream cemetery is presently being surveyed in preparation for laying out burial lots.

Bruce said the Memorial Day service will start at the Cavendish Town Elementary School at 10:30 a.m. on Monday, May 30th. The parade will start at 11:30, progressing from the school along Depot Street to the Depot Street bridge. The fire engines will wait on the far side of the bridge and the parade will continue along Depot Street and up Bailey Hill Road to Hillcrest cemetery.

Bruce said the CTES 6th grade class and some volunteers set flags on the veterans' graves on May 3rd in all the Town cemeteries, except for the Proctor cemetery which will be done soon. Rich added that Margo and Bruce provided a lot of historical information to the students during this activity. Bruce added that students historically were involved in placing the flags on graves when Memorial Day first started after the Civil War, and he hoped to continue to involve students in this activity.

13. Summary of 2016 Green-Up Day activities

Rich said this past Saturday, Tim Calabrese and Diane McNamara coordinated the annual Green-Up Day activities. They had about 50 volunteers, who collected 64 bags of trash that day. In addition, the Town crew picked up several more bags and items today.

14. Consider update to Cavendish Municipal Water System By-Laws. The Board of Water Commissioners has made proposed modifications to the existing document and has submitted it to the Board of Selectmen for review and adoption. The manager will distribute printed copies of the edited by-laws and will discuss revision highlights. The manager is requesting that the Select Board consider the revised document for a hearing and adoption of the by-laws at its June 13th monthly meeting.

Rich handed out copies of the modified draft to the Select Board. He explained that the new language is in red, while strike outs mark text to be deleted. Rich said he would like to have a public hearing on June 13th, as part of the regular monthly Select Board meeting, and the by-laws could then be adopted by the Select Board that day. He welcomed the Select Board members to talk with him if they have any questions as they review this draft in the interim.

15. Board to set date for review of Flood Hazard Area Regulations update, set-up an explanatory review meeting with representatives of the Planning Commission and establish a schedule for adoption.

Rich said that Etienne Ting, Planning Commission Chairman, is willing to come to a Select Board meeting to identify the changes and explain the rationale for these edits. Rich thought it might be worth holding a special meeting to do this, since this is a complicated topic and a long document. He asked the Select Board members to review the draft Etienne had handed out at the November 9, 2015 Select Board meeting in preparation for the meeting with Etienne. Rich suggested the Select Board hold a special meeting on Monday, May 23 at 5:00 p.m. to do this. The Select Board agreed to meet on that date.

16. Discuss Delinquent Tax related issues:

a. Remaining properties scheduled for tax sale on May 11th.

Rich said there is only one property which is still scheduled for tax sale. He said this property is on Main Street in Proctorsville, and has been unoccupied for several years since Mrs. Horahan died. Rich said he spoke with her daughter's husband but did not reach an agreement with them to pay the delinquent taxes so he anticipates that there will be a sale.

b. Discussion of plans for the disposition of the property at 693 Heald Road and recent activities at the site.

Rich said the former England residence, which was bought by the Town at tax sale in April 2015, became Town property in April 2016 as it was not redeemed. Rich said he hired a local resident to clean up the house and property. The building interior has now been cleaned down to the studs and swept clean. Rich said the Town crew also did some work there to improve the driveway and haul away some debris. There were 5 open containers of trash and debris removed from the site. Rich said he would like to have the property appraised and list it with a local realtor once the clean-up work is 100% complete. The Select Board agreed that sounded like a good plan.

c. Discussion of recent actions in the matter of disposition of the Giglio property (North Country condo unit) which was sold at tax sale

Rich said that Matt Birmingham, the Town attorney, has been talking with the North Country Condominium Association attorney about purchasing this unit. The association has liens on this property for unpaid association dues. Rich said the unit is apparently still occupied by the former owner. Richard Bowen, attorney for the condo association, was present. Attorney Bowen said that he and Matt have discussed payment of the association dues which have accrued since the Town obtained ownership. He said that the association is also concerned about having the proper insurances in place. Penny Trick, one of the other condo owners, was present and added that Gilio is still using the unit, although she does not think she is living there full time.

Rich suggested to the Select Board that he and Matt represent the Town, and continue discussions with the North Country Condominium Association. The Select Board agreed that Rich and Matt should continue discussions and bring any potential agreement, including a sales agreement, to the Select Board.

Larry Wilfong asked for clarification on the condo lot boundaries, since his property is adjacent to it. Penny said that she didn't think that Larry's property abutted them but added that their association is considering having their lot surveyed. Rich commented that that was a good idea. Penny added that, with the recent improvements to Kauppinen's brick building, they are particularly worried about parking issues in that area. The Select Board agreed and said they are aware of that issue and are also concerned about appropriate parking.

The Select Board thanked Penny Trick and Richard Bowen for coming to the meeting.

17. Discuss Transfer Station matters including further consideration of revisions to the fee schedule

Rich said that he and Bruce have not had a chance to review the fee schedule, and he suggested deferring this discussion until next month. Bruce added that the Town is not currently receiving any revenue for the electronic waste we collect. He said that, when a new e-Waste program is offered in June, he feels that the State needs to pass on some of the funds to the towns since e-Waste is very labor intensive to collect, store and package for shipping. The State receives money from the manufacturers for this program. It seems that those parties doing the majority of the hard work are the ones not getting any benefit of the money coming in for the purpose of operating the program.

18. Updates on other town activities

Rich said that Dave Winslow, Senior Energy Consultant from Green Mountain Power, had stopped by earlier that day. Dave said that he was pleased to see the location and performance of the Town solar array. Rich said that they discussed the proposed changes to the net metering program. Rich said that, currently, net metering credits cannot be applied toward the Town street lights accounts, since the street lights don't have meters but are rather charged at a flat rate tariff. However, the Energy Committee feels strongly that application of solar credits generated by a municipality should be allowed to be applied, in a monetized amount, toward that municipalities streetlight bills. Rich said that the Cavendish Energy Committee will be submitting comments to the Public Service Board regarding the proposed rule changes. Rich noted that about \$5000, revenue from the selling of R.E.C.s, has been put into the solar project maintenance fund.

19. Other business

Wendy Regier ó Wendy asked if the Cavendish Point Hotel had clarified the area for their outside consumption permit, which was unclear when the Select Board approved the permit at the April Select Board meeting. Rich said he has not gotten clarification on that matter yet. Wendy asked if Rich had sent a letter sent to AOT expressing the Town's concerns about safety at the intersection of Routes 131 and 103. Rich said he had sent a letter, but has not received a reply yet. Bruce added that Jason Rasmussen had been asked the same question, and Jason said he too would look into the matter on our behalf. Wendy asked if Rich had submitted the Finance and Maintenance Agreement for Bridge #58 (Depot Street Bridge) to Vtrans. Rich said that he did submit it right after the last meeting, with the indemnification clause crossed out as was discussed at the April Select Board meeting. He has not yet heard back from Vtrans. Stuart asked when the bridge was scheduled to be replaced. Rich said it is currently scheduled for the construction season of 2018. The estimated replacement cost is at least \$1.25 million, and the Town share would be 5% of that under the Accelerated Bridge Program.

Mike Ripley ó none.

George Timko óGeorge asked if Rich had sent a letter to Dean Kauppinen concerning his request for water connection at 57 Depot Street. Rich said he had and he has copies of the letter available if the Select Board members want to read it after the meeting tonight.

Bob Glidden ó none.

Rich requested that the Select Board recess next door into executive session to discuss a personnel issue.

Mike Ripley moved/Bob Glidden seconded a motion to enter executive session at 8:02 p.m. All voted in favor.

20. Adjourn

Bob Glidden moved/George Timko seconded a motion to exit executive session and to adjourn the meeting at 8:16 p.m. All voted in favor.

Minutes Approved: _____

Date: _____