

Select Board Meeting, Wednesday, May 17th, in the Cavendish Town Office

Meeting Room at 6:30 pm

Present: Bob Glidden (Chairman), George Timko, Mike Ripley, Mark Huntley, Brendan McNamara (Town Manager), Bruce McEnaney (Assistant Town Manager), Jen Leak (Secretary to the Select Board), and citizens as listed on the attached sheet. Jill Flinn was present from 7:00 to 7:10 p.m.

1. Call the meeting to order

Bob Glidden, Chairman, called the meeting to order at 6:31 p.m.

2. Act upon minutes of the meeting of April 10th, 2017.

Mike Ripley moved/Bob Glidden seconded a motion to approve the minutes of April 10th, 2017, as written. All voted in favor.

3. Sign Orders

Bob Glidden, Chairman, directed the Select Board to review correspondence and sign orders at their convenience during the course of the meeting.

4. Adjust agenda

Brendan informed the Board that there were no adjustments needed.

5. Hear Citizens

Carl Snyder was present. He said that there is a large boulder in the ditch across from his driveway on Center Road. He thought that it would impede the removal of any vehicle which might go into the ditch at that point, and he recalled that a former road foreman was going to investigate having it removed. Bruce and Brendan said that they are discussing the removal of this boulder with the current highway foreman, Phon.

Carl also commented on the recent utility pole replacement on High Street, and asked when the old poles would be removed. Brendan said that he has spoken with Green Mountain Power about this project, and he would be speaking with the other utility involved in order to ensure those poles were removed.

6. Town Manager to give update on Town Garage and discuss rebuilding options with Select Board.

Brendan handed out a summary sheet for repair options on the Town Garage. The insurance settlement from VLCT is \$188,000. He said that estimates on repairing the existing building back to its pre-fire state are \$185,000 to \$200,000. Brendan said that he has met with two contractors to get preliminary estimates on replacing, rather than repairing, the garage. These estimates range from \$520,000 to \$560,000, and include the complete demolition of the existing garage and the construction of a new steel building in the same location. He added that he and Bruce have also discussed constructing a new garage on another piece of land owned by the Town.

Brendan said that so far he has only gathered preliminary estimates on repairing vs. rebuilding the garage, and suggested that the Board discuss which option they wanted him to pursue further. Brendan said that

he and Bruce have discussed the subject with the highway crew extensively. Brendan said that he would recommend it is in the best interest of the Town to replace the garage rather than trying to repair the existing structure, which is not meeting the needs of the highway crew and has several safety concerns. He said that he would like a decision from the Board as soon as possible since the construction season has already begun.

Carl commented that it was probably time to replace the garage and said he would support that option over repairing the existing structure. He added that choosing a new location would allow use of the existing building in the interim while the new garage is built. Brendan said that he and Bruce have looking into placing a new garage in the Town sand pit on Route 131, which is across the street from the wastewater treatment plant. Brendan added that he is concerned about the aesthetics of placing a new steel building at the current location, which is in the middle of the village area.

Mike commented that repairing the existing building would not make it big enough to accommodate the trucks with plows attached, nor would it fix the existing drainage issues. Brendan agreed, and added that any contractor hired to repair the garage may want to address the drainage issue, along with other safety concerns, at the same time the repairs are done. The lack of drainage allows water to puddle on the floor, which is dangerous if the crew needs to use any electrical equipment in the garage. Brendan and Bruce said that a new steel garage would have the same overall footprint but wouldn't have the existing interior walls which limit the use of space in the existing garage. Mark asked for the opinion of the highway crew. Brendan said that they agree the current building does not meet the Town's needs. He added that our highway crew performs a vital function for the Town, and they should be provided with adequate workspace. Bruce noted that the Town sand pit would have more limited sight distance for entrance/exit of vehicles at a point along Route 131 which has faster travel speeds. George mentioned that water and sewer would need to be extended to that site as well.

Brendan informed the Board that the asbestos removal is completely covered by our insurance policy, so it is not included in the costs of repair or replacement of the garage. Since the asbestos needs to be removed before either repairs or demolition can occur, Brendan said that he is moving forward and scheduling this removal soon. The Town would need to finance \$330,000 to \$370,000 in order to build a new garage (estimated construction cost minus insurance settlement), which Brendan said he recognized is a major and unplanned expense. Brendan added that since this project has not been advertised these quotes are approximate. Bruce noted that, even if construction on a new garage could begin almost immediately, it will be difficult to have it completed by winter.

Mike asked what the next step would be if the Board agreed to construct a new building. Brendan said that he would advertise an RFP and collect bids. He and the Town Clerk would investigate low-interest loans through local banks and the VT bond bank. Bruce suggested that Efficiency VT might offer some financial assistance to increase energy efficiency. Brendan agreed that investigating grants would be worthwhile. Bruce and Brendan said that all the particulars regarding construction details and location could be worked out later, but the Board needed to decide whether they supported repairing the old garage or building a new garage. Mike suggested looking into several options regarding site, aesthetics, etc. to present to the voters. Mark suggested adding a construction deadline to the RFP, since the highway crew needs to have a garage for the winter. Bruce and Brendan agreed that it would be important to initiate construction as soon as possible if the Board agreed that replacing the building was the direction they wanted to pursue in order to have a new garage ready for next winter.

Jill Flinn now joined the meeting, arriving at 7:00 p.m.

Brendan said that, if the Select Board agreed, he will begin researching financing and put out an RFP. As he gathers information he will present and discuss it with the Board and highway crew. He thought the

Board might need to meet before the next regular monthly meeting in June, and the Board agreed. A special Town Meeting could be scheduled to discuss the various options once the Board has reviewed the bids.

George Timko moved/Mike Ripley seconded a motion to authorize the Town Manager to write and advertise a Request For Proposals (RFP) for the construction of a new town garage as soon as possible. Mike asked if the RFP would be for the existing garage site or a new site. George said that the building would be the same regardless of site, and so the Board could consider the location at a later date. *All voted in favor.*

7. Continued discussion regarding Town Sewer Ordinance.

Brendan handed revised drafts of the proposed Sewer Ordinance to the Board members to review. He said that Mike Smith, Weston & Sampson engineer, has sent him an electronic copy of the Ordinance which he can edit as the Board wishes before adoption. He noted that this draft includes a section limiting the amount of food waste which can be put down a garbage disposal in response to new mandatory State of Vermont composting laws.

George said that he thought this ordinance was more than was needed for our town, and was a very large change from the current sewer ordinance. Brendan reminded the Board that the current ordinance was adopted in 1969. He said that he thought it would be better to make this ordinance more inclusive from the start than to find it needs modification later on.

Jill Flinn now left the meeting at 7:10 p.m.

George said that he thought a public hearing would be a good idea, even if it is not required, since this would be such a big change. Brendan agreed, and added that some education for system users would be needed before the new ordinance went into effect. Brendan said that there was no hurry to adopt a new sewer ordinance, and the Board can review and discuss this topic at a later date. Mark asked what the consequences might be of keeping the current 1969 ordinance. Brendan said there were no immediate consequences, but he thought that it would be a good idea to have an updated ordinance in place in the event of new businesses or situations arising in the future.

Bruce added that Mike Smith had noted our current ordinance contains few penalties for violations and little enforcement authority. Bruce said that he thought that the state might require an updated ordinance at some point. Brendan added that since the wastewater treatment plant aeration system will be replaced soon it would be a good idea to have more regulations in place in order to better control the materials that are put into the system.

8. Asst. Town Manager to update Select Board on VTrans Municipal Highway Grant.

Bruce said that the Town received a Municipal Highway Grant to replace the culvert near the intersection of East and County Roads. Bruce said that this culvert and the culvert at the intersection of Greenbush and Stevens Roads will both be replaced this season. The grant for the replacement of the Greenbush/Stevens Road culvert has already been approved.

Bruce also said the Town received a Pacifi safety grant for safety signs to put out when the highway or water/wastewater employees are working along the roadsides. Bruce said that he also applied for a trailer to carry the signs but that request was denied.

9. Select Board to consider 1st Class Liquor License and Outside Consumption Permit for Vermont Regal Group.

Brendan explained that this group will be reopening Table 19 Restaurant. He said that they hope to be open for Memorial Day.

Bob Glidden moved/George Timko seconded a motion to approve a 1st Class Liquor License and Outside Consumption Permit for Vermont Regal Group. All voted in favor.

10. Select Board to consider request's for Catering Permit's for the Inn at Glimmerstone.

Brendan read the Request to Cater permits for wedding receptions submitted by Mary Jane Post for the Inn at Glimmerstone for June 10 and 24, July 2, 7, and 15, September 16, 23 and 30, and October 7 and 14, 2017. He said that several residents spoke to him concerning noise issues at events which were held last summer at the Inn. Those residents requested that the Board consider approving a portion of these requests rather than approving them all, and to consider the rest after those events have taken place. Brendan said that all these events have an ending time of 11 p.m. which is a change from last year when the ending time was midnight. He said that Mary Jane told him that her rental contract this year specifies no fireworks are allowed.

The Board discussed the previous issues with noise and fireworks at the Inn, as well as Mary Jane's previous assertions that she has little control over what her renters do. They decided to approve the first five events. Brendan said that he would look into whether the Board could revoke permits which have already been approved in the event there are issues. The Board discussed that they would not approve future permits if there continue to be complaints.

George Timko moved/Bob Glidden seconded a motion to approve the Request for Catering permits for the Inn at Glimmerstone for June 10 and 24, and July 2, 7, and 15, 2017, and to discuss the other permit requests after these events have taken place. Mark asked Brendan to make it clear to Mary Jane that future permits will not be approved if there are issues. Brendan said that he would. Bob Glidden, George Timko and Mark Huntley voted yes. Mike Ripley voted no. The permits were approved.

11. Select Board to make resolution regarding name change for current CTES-Library Fund.

Brendan said that Diane McNamara, Cavendish Town Clerk/Treasurer, has asked to change the name of the CTES-Library Fund to the Town of Cavendish Building for Books Fund. This change is in response to the Act 46 school district merger, which would transfer school property to the ownership of a unified school district, in order to make it clear that this is a Town rather than a school fund. This was discussed at the Cavendish School Board meeting of April 25, 2017, and was approved by the current CTES School Board Directors. The funds would be used for the same purpose, which is to benefit the students at Cavendish Town Elementary School and the Cavendish Fletcher Library. The library will continue to be both a school and community library.

George Timko moved/Mike Ripley seconded a motion to change the name of the CTES-Library Fund to the Town of Cavendish Building for Books Fund. All voted in favor.

12. Consider resignation of Jill Flinn as Animal Control Officer.

Brendan said that Jill did not submit a letter, and since she has left the meeting the Board moved to item #13.

13. Other business.

Bruce McEnaney - Bruce said that he is considering moving the walking access to the Proctor Cemetery, which currently passes through Duane Warren's yard. Bruce said that the current walkway is quite steep, and moving it onto the Town land behind the elementary school would allow a more gentle approach. Bruce said that he would construct a cart-road wide enough to accommodate a lawn tractor. He thought that volunteer labor could be used. Mike suggested contacting the River Valley Technical Center for student volunteers.

Bruce said that he has contacted the owners of several village properties to encourage them to clean up their yards, focusing on several which have multiple junk cars.

Brendan McNamara – Brendan said that Vtrans and Weston & Sampson Engineering are recommending directional boring to move the water/wastewater lines under the Black River rather than keeping them in their current placement alongside the Depot Street bridge. He said they estimate this would save \$150,000 since it would eliminate the need to build a temporary bridge to support those lines during construction of the new bridge. The directional boring is scheduled to take place during the 2018 construction season, with the bridge replacement to follow in 2019. Brendan said that he and Vtrans will be meeting with area property owners soon.

Brendan said that he and Rich Svec recently met with Steve Mungeon, who will be surveying the Town-owned land behind the elementary school. One of the municipal water storage tanks is located on this parcel.

Brendan reported that a large pothole on Route 131 near the town garage has been caused by water draining from a hillside spring into the roadway. Vtrans has patched it several times but the water has caused those patches to fail almost immediately. Vtrans will be correcting the drainage problem, and then will cut out that section of pavement and make the necessary repairs. Brendan added that Route 131 from the intersection with Route 106 to the intersection with Route 103 is scheduled for repaving next summer. He said there are some municipal water shutoffs along that section of road which should be repaired before the repaving takes place.

Mark Huntley – none.

Mike Ripley – none.

George Timko – George asked if one lane could be opened for traffic across the Depot Street bridge. Bruce said that was investigated at the time the bridge was closed, but it was deemed unsafe for vehicles and is therefore open to pedestrians only.

George said that there is a hydrant on High Street which seems to be leaking. Bruce said that hydrant has been examined and the water is surface water draining out of the embankment above the hydrant.

Bob Glidden – none.

14. Adjourn

George Timko moved/Mike Ripley seconded a motion to adjourn at 7:40 p.m. All voted in favor.

Minutes Approved: _____

Date: _____