

Select Board Meeting, Monday, December 12th, 2016 in the Cavendish Town Office Meeting Room at 6:10 pm (immediately following the Board of Abatement meeting)

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

1. Call the meeting to order

Bob Glidden, Chairman, called the meeting to order at 6:09 p.m.

2. Entertain motion to enter into executive (closed door) session to finalize contract details

George Timko moved/Bob Glidden seconded a motion to enter executive session to finalize contract details at 6:09 p.m.

Bob Glidden, George Timko, Mike Ripley, Wendy Regier, Jill Flinn, and Rich Svec moved into the Town Clerk's office.

Mike Ripley moved/George Timko seconded a motion to exit executive session at 6:39 p.m.

Bob Glidden, George Timko, Mike Ripley, Jill Flinn, and Rich Svec returned to their seats at the table in the Town Office Meeting Room. Wendy Regier returned and sat in the audience with those citizens present.

3. 6:30 pm open regular monthly Select Board Meeting

Bob Glidden, Chairman, opened the regularly monthly meeting at 6:41 p.m.

4. Review/approve minutes of the regular meeting of November 14th and the special meetings of November 3rd, 4th, 7th, 21st and December 5th, 2016.

Mike Ripley moved/George Timko seconded a motion to approve minutes of the regular meeting of November 14th and the special meetings of November 3rd, 4th, 7th, 21st and December 5th, 2016 as written. All voted in favor.

5. Sign Orders

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

6. Review Correspondence

Bob Glidden, Chairman, advised the Board to review correspondence at their convenience during the course of the meeting.

7. Adjust Agenda

Rich requested that the Board move to item #9 as one of the Select Board members needed to leave the meeting soon.

8. Hear Citizens

Michael McNamara was present and thanked the Select Board for their efforts in hiring a new Town Manager. He also thanked Rich Svec for all his work over the years. Michael said that he was concerned about safety at the intersection of Routes of 103 and 131 in Proctorsville. He said that was already a dangerous intersection, which was made worse by the increased traffic there due to the closing of the Depot Street bridge. Michael asked if something could be done to slow down the traffic on Route 103. Rich said the Town has asked the State to act to improve safety at this intersection several times over last few years, and did so again when the Depot Street bridge was closed. Bruce said he wrote to Katherine Otto, of the Southern Windsor County Regional Planning Commission, after the most recent serious accident at that intersection last week. Bruce reported that the Regional Planning Commission suggested asking our state representatives to advocate on the Town's behalf. Bob commented that he believes that there have been about five accidents at this intersection since the Depot Street bridge closed. Rich urged concerned town residents to contact our representatives directly about the importance of this matter and to ask for their assistance.

9. Select Board to announce hiring of a new Town Manager and the signing of a contract for same.

Mike Ripley moved/Jill Flinn seconded a motion to hire Brendan McNamara for the position of Town Manager, subject to the approval of the contract. Mike Ripley, Bob Glidden, George Timko and Jill Flinn voted in favor.

Mike Ripley moved/George Timko seconded a motion to approve the Town Manager contract which the Select Board had reviewed in executive session earlier tonight and to offer this contract to Brendan McNamara. Mike Ripley, Bob Glidden, George Timko and Jill Flinn voted in favor.

The Select Board introduced Brendan McNamara, who was present, and offered him a copy of the Town Manager contract to review. Brendan accepted and signed the contract. Rich stated that he will work with Brendan on January 3rd and thereafter Rich will help on a part-time basis as needed to help Brendan and to ensure that the Town Report, FY18 Budget and Town Meeting warning are completed. Bruce McEnaney will continue as Assistant to the Town Manager.

Bob thanked Rich for his years of service to the Town. Mike expressed thanks for Rich's willingness to stay on later than planned during this transition.

Jill Flinn left the meeting at 6:45 p.m.

10. Members of the Board of Listers present for a brief discussion on the subject of town-wide reappraisal

Diane McNamara, Jane Pixley and Claire Walker, the Cavendish Listers, were present. Diane noted that there were about 50 condo/suite owners who grieved their assessments this past spring and appealed the grievance decisions. The listers consulted with our professional appraisal firm, who suggested that a town-wide reappraisal was due. She said that the listers were considering

either advertising a Request for Proposals, or hiring the professional appraisal firm that we have been using, NEMRC. NEMRC, hopefully, may be able to give us a discounted rate since they are already familiar with our properties and our Grand List. She went on to ask what the Select Board's wishes were on how they should proceed.

Rich noted that the Town procurement policy does allow an exception from the standard bid process for special circumstances, which he thought may well apply in this case. He suggested starting the process by asking for a quote from NEMRC, our current appraisal company. If that quotation comes in too high, then the Board could go to an open, full competitive bid process.

George Timko moved/Mike Ripley seconded a motion to authorize the listers to get a proposal from NEMRC on a town-wide reappraisal, and to report their results back to the Select Board. Bob Glidden, George Timko and Mike Ripley voted in favor.

11. Continue discussion (from 11-14-16 meeting) regarding approval of Winter of 2016-17 snowmobile road crossings. New maps have been produced and will be available for this discussion.

Rich passed out an updated snowmobile map and road crossing list. Karen Marini was present to answer questions. Karen said the only area where the trails might change is the Atkinson/Moriglioni road area as they would like to move the trail off the roadside and are working with affected landowners to try and make this happen.

George Timko moved/Bob Glidden seconded a motion to accept the 2016-17 snowmobile road crossing map and list. Bob Glidden, George Timko and Mike Ripley voted in favor.

The Select Board moved to item #14.

12. Town Manager to introduce a draft of proposed revision/update of the Cavendish Ordinance on Snowmobiles which dates back to 1969.

Rich asked the Board to consider this item after item #14.

Rich reviewed the existing ordinance with the Board, which allows snowmobiles to travel on all Town roadways, with the exception of the Duttonsville and Proctorsville village areas. However, State laws regulating snowmobiles have changed since this ordinance was written, making it ineffective and illegal. Rich said he has spoken with the SnowFleas about this matter, and they agreed a revised ordinance would be appropriate. He passed out a draft ordinance for the Board to review. The Board agreed to discuss this at the January monthly meeting.

Karen informed the Board that, following the discussion at the November monthly Select Board meeting, they have moved the route away from Mike Caron's house. She said they now have signed agreement with Mike to travel on the powerlines behind his house. Karen reported that 131 households in Cavendish have joined the SnowFleas. She said they will only open the trails when conditions permit, and they do everything possible to encourage people to follow the rules.

13. Consider letter of resignation from Cavendish Planning Commissioner Joe Marini

Rich read Joe's letter aloud.

George Timko moved/Bob Glidden seconded a motion to accept Joe Marini's resignation from the Planning Commission with regrets, and thanked him for his service. Bob Glidden, George Timko and Mike Ripley voted in favor.

Dan Churchill, Planning Commission member, was present and noted that three Planning Commissioners have recently resigned. Dan advised interested individuals to contact Etienne Ting, Planning Commission Chairman. Rich said he will put those vacancies on the Town website, and will ask Margo to advertise it on her Cavendish Connects website. The Planning Commission meets the first Wednesday of every month.

14. Presentations regarding External Appropriation Requests for inclusion in the FY2017-18 Select Board Budget including: Green Mt VSP; Visiting Nurse Assoc & Hospice; Women's Freedom Center; American Red Cross; Black River Good Neighbors; Windsor Co. Youth Services; LPC-TV; SEVCA; Black River Senior Center and Senior Solutions/Council on Aging.

Representatives from each of these organizations, with the exception of Green Mt RSVP who did not attend, were present and gave brief presentations of their respective organizations' activities and how the Cavendish community benefits from them.

15. Town Manager to distribute and review with the Select Board a calendar of Forthcoming Town Business January to March 2017

Rich invited Brendan McNamara to join the Select Board at the table for this discussion, which he did. Rich handed out a tentative schedule and reviewed it with the Board and Brendan.

16. Update on the repair work on Bonts Hill Road, Town Highway #43

Rich said the retaining wall was rebuilt by M&M Excavating, using rustic faced concrete blocks designed for this purpose. The contract cost was \$15,600. Costs were kept in check by using gravel the Town already had in stock and by installing used guardrails. The surepak surface has frozen and will be adequate for the winter. Paving will be done in the next construction season. The grades have been adjusted (away from the downhill side) to make vehicular travel safer as well.

17. Update on the installation of heat pump equipment at the town office building

Rich reported that HB Energy will be installing the heat pump equipment the week between Christmas and New Years' Day. Since the order was placed this year, the Town can take advantage of Efficiency Vermont rebates (\$1800).

18. Update from the Cavendish Telecommunications Committee on TDS high speed internet improvement activities in Cavendish and the most recent contact with Comcast cable.

Rich said that Margo was unable to attend tonight's meeting, but she had emailed a report to Rich regarding a meeting between the Energy Committee and Comcast. Comcast said that there is little funding available to them for expanding service in Town. Rich said he spoke with a representative from TDS, who said their equipment upgrade has increased reliability and

consistency, if not actual speeds. He reported that some areas will see more improvement than others, and that the Tarbell Hill area does now have DSL service. The lower Twenty Mile Stream Road area has upgraded equipment, but the equipment installation for upper Twenty Mile Stream Road won't occur on until after the holidays.

19. Update of outcome of Town Highway Classification Transfer from Class 3 to Class 2 of Quent Phelan Road, Town Highway #9.

Rich said that Katherine Otto (SWCPC) reported that the re-classification of Quent Phelan Road from Class 3 to Class 2 was approved. It can be included in our repaving grant request for next year.

20. Review for approval the update of the Policy on Town Employee Health Insurance as discussed at the February 8th and October 17th meetings.

Rich said he did not have a copy of the updated policy with him, so he suggested the Board consider this item at a later date.

21. Continuation of discussion on a noise ordinance.

Bruce reviewed the draft ordinances he had earlier handed out to the Select Board. He said he advised focusing on “nuisance noises” such as music, rather than work-related noises such as construction. He thought the VLCT draft seemed appropriate for our needs. Rich added that, while the Town of Woodstock ordinance was much more involved, it could still be useful for reference. The Board agreed to review these and consider the matter at a later date.

22. Updates on other town activities

Rich reported that one of the Town trucks had a hydraulic problem during the last snowstorm and was unable to raise the wing plow. On the way back to the garage, the driver moved closer to the edge of the road in order to avoid someone walking their dog and the wing caught on a utility pole guy wire which resulted in snapping off the top of the pole. The truck was undamaged and no one was injured, but phone and power service to the Town office and vicinity was disrupted for the morning. Otherwise, the first significant snowstorm was uneventful.

Bruce showed the Select Board a bronze plaque which was made to recognize Curtis Bidgood’s donation which was used to purchase the vacant lot next to the elementary school, as well as recognition of the many others who contributed services and monies to make it into a park.

23. Other business

Rich Svec – none.

Mike Ripley - none.

George Timko - George asked if the fire departments or the Town shoveled snow around the fire hydrants. Rich said Bill Jansak usually cleared the snow with the trackless. He said that the junior firefighters or local residents would be welcome to help out with this, since it was not always possible to immediately clear them after a large snowfall. Rich also said that village residents who lived by a hydrant could help out by clearing the snow around the hydrant when they are out clearing their driveways and walks. This would be of direct benefit to them should the firefighters need to access the hydrant before the Town can get back to clear the snow.

Bob Glidden - none.

24. Adjourn

Mike Ripley moved/George Timko seconded a motion to adjourn at 8:26 p.m. Bob Glidden, George Timko and Mike Ripley voted in favor.

Minutes Approved: _____

Date: _____