

Selectboard Member's present: Chair Brian Fox, Joel Bouvier, John "Peeker" Heffernan and Michelle Perlee. Also present was Town Administrator Therese Kirby, Town Clerk Jen Myers, filmed by NEAT TV's Mary Arbuckle, Matt Wisell, Sarah Wisell, Jim Quaglino, John Elder, Mark Bouvier, Pastor Bill Elwell, Matt Lathrop, Kris Perlee, Peter Diminico, Kristen Underwood, Tim Boutin, Steve Libby, Mike Menard, Cale Pelland, Liz Herrmann, Benj Deppman and Ed Hanson.

1. At 6:00 pm Brian Fox called the meeting to order.
2. Public Forum: Jim Quaglino thanked the Road Department for the excellent work done this winter.

Mark Bouvier is upset with the process in selecting the firm for designing the Fire Station. Mark asked if the Board followed the purchasing policy. He explained the process he had followed previously when selecting a firm to design a Fire Station. Mark feels the process hasn't been very transparent. Therese explained the purchasing policy does allow the Selectboard to apply an exemption for professional services. Michelle Perlee explained the architect designs the building they do not build the building. Peeker Heffernan said this has been streamlined because Stoney Hill Properties/Kevin Harper uses this architect. Brian Fox said the previous study done by Pacheco Ross suggested 2.5 million dollars would be the cost to build a new Fire Station. This architect is showing that as the current price point they are working with. Mark is concerned with the current architect's lack of experience building a fire station resulting in something that could be missed. He said although they might not build the building they are responsible for it all coming together. Joel Bouvier asked the Board why they aren't considering other architects. Peeker said the Building Committee has been tasked with figuring out what the Fire Department wants. Once the design is complete the Town will own the design so the building process can be vetted completely.

3. Kristen Underwood, Steve Libby and Tim Boutin joined the Board to discuss the Conservation Commission's request to apply for a Vermont Community Foundation grant for up to \$60,000 to improve flood resiliency. Therese Kirby asked how the matching funds would be met. Tim explained they could apply for FEMA grant money, but in the event they don't receive FEMA funds the Conservation Commission can donate time as an in kind donation. Joel Bouvier asked if this is strictly planning. Tim said there is a follow up grant that you would apply for that is an implementation grant, but this information would be helpful for our hazard mitigation plan. Michelle Perlee moved to approve the application of the Conservation Commission for the Vermont Community Foundation Grant for up to \$60,000 to improve flood resiliency. Joel Bouvier seconded, so voted. The Board thanked them for their time.

4. Pastor Bill Elwell and Liz Herrmann co-chairs of the Fire Building Committee joined the Board to update them on the progress the Committee had made. Bill explained the process that has been completed thus far. Liz said there is good continuity from the site selection process. Bill asked to have their objectives clarified for the Committee, based on a public comment it was suggested they vet other architects on their own. Brian Fox said the committee should stay focused on the goals that they were tasked with. Bill asked if they should plan for storage for the antique fire trucks. Michelle Perlee said after watching the meetings Fire Chief Brett LaRose is concerned with N.H. Munsill having to pay rent to the Town as they own those trucks. Peeker said to keep the Town's history together is important. Therese Kirby said she had suggested to Brett to get input from N.H. Munsill. Joel asked if N.H. Munsill puts money into the fourth bay, if there is ever expansion would N.H. Munsill be reimbursed for the money if the Town takes over the fourth bay. Joel asked about the Police facility not being attached to the Fire Station as depicted in the last drawing. Therese explained it was more for negotiations to make sure they could fit the Police Station on the 2.7 acres. Joel asked about the goals and objectives regarding other meetings with the architect. Peeker explained Kevin Harper didn't think the architect would come to all the Building Committee meetings, therefore the day meetings with the architect were put in there as a stipulation to keep the process moving forward. Joel would

like the Committee to vet 5 firms and come back to the Board with 3 firms. Brian asked Bill if the general consensus was positive from the Fire Department. Bill said they hadn't had a monthly meeting since the Committee had really taken off with the design phase, but from everyone he has discussed the project with, the discussion was positive. Peeker asked Liz as a fellow architect how the process was going. Liz said in certain circumstances vetting architects is a good idea, but this particular project needs to get done and get done quickly. She is pleased with the architect. In Vermont, architects can't specialize in designing one thing, because the state is too small, but this local firm knows the codes and will provide a personalized plan for a fire station.

Neale Schuman would like to see at least one other architectural firm make a presentation. Mark Bouvier commented about the timeline. The timeline suggests the bidding process would be in the summer, breaking ground in September. With his experience people tend to have a sharper pencil for winter work. The Board thanked Liz and Bill for their time.

5. John Elder joined the Board for a public hearing to speak about the Community Business and Development Grant for a master planning study on the Stoney Hill property and the grant application. John explained there is a requirement of 25% matching funds. After meeting with Kevin Harper, Adam Lougee, Therese Kirby and Peeker Heffernan and discussing this grant, Kevin agreed he would pay for the 25% matching funds. Being the recipient of this grant would allow the Town to plan infrastructure on Stoney Hill for water and septic specifically. John explained the previous process that the Town has gone through. John said Adam Lougee would re-write the planning grant, with the Selectboard signing the application. The result of this money would be valuable information to the Town at low to minimal costs. Therese said the grant would also act as their Act 250 permit. Joel asked if the Act 250 permit would need to include truck traffic. John said the study would provide this information. Joel asked about the Act 250 permit for the Fire Station. John explained while much of the research that will be done on this property will help with the building of the Fire Station, the actual planning of the Fire Station would not be allowed to be included in this grant. Michelle asked the difference between a business park and an industrial park. John said it would be a business park with light industrial companies. Joel Bouvier moved to authorize Therese Kirby to sign the grant application for the Community Business and Development Grant when completed. Peeker Heffernan seconded, so voted. The Board thanked John for his time.

6. Matt and Sarah Wisell joined the Board as the new owner of ND's re-named Hatch 31. Matt asked how you could deviate from the original schedule if you wanted. The Board said they never said they couldn't be open certain days. Matt said they also negotiated with Ivan to allow live music for a longer period of time. Joel Bouvier moved to authorize Jen Myers to sign the outside consumption permit with the hours being the same as the previous permit and within the enclosed patio area. Michelle Perlee seconded, so voted. The Board thanked Matt and Sarah for their time.

7. The Board discussed the Municipal Highway grant from the State of Vermont for \$162,425 including \$20,225 of in-kind work to pave .88 miles of Burpee Road. Therese Kirby explained this grant would allow the Town to complete the reconstruction of the rest of Burpee Road from the work that was done two years ago. Joel Bouvier moved to approve the application of the Municipal Highway Grant for the State of Vermont for \$162,425 which will include in-kind work in the amount of \$20,225 to pave .88 miles of Burpee Road. Peeker Heffernan seconded, so voted.

8. The Board discussed the contract with Homeward Bound for animal holding facilities. Option 2 costs \$550 and is valid from April 1, 2015 through March 31, 2016. Joel Bouvier asked Cale Pelland how many animals he had taken there within a year. Cale said very few or none. Jen Myers said she thought much of the use might be for cats which the Town does not have record of. Michelle Perlee moved to authorize Therese Kirby to sign the contract with Homeward Bound, Option 2 costing \$550. Joel Bouvier seconded, so voted.

9. The Board discussed abating water bills for people whose waterline froze. Jen Myers asked if they could put stipulations on who they can abate bills for, as some people had run their water as a precaution. Therese Kirby explained they have a list of people who the Town has instructed to run their water to prevent from freezing again, as their freezing was due to a portion of the Town line being frozen. Michelle Perlee asked why they should abate any as this could set precedence for the future. The Board agreed to abate bills in excess of a read similar to the days between reads. Joel Bouvier moved to abate partial bills to users who had been thawed by the Town and run their water per the Town's request. Peeker Heffernan seconded, so voted.

10. The Board discussed the grant submission to the Vermont Department of Environmental Conservation for \$2168 to offset the cost of the Household Hazardous Waste collections. Joel Bouvier moved to approve the submission of the grant to the Vermont Department of Environmental Conservation for \$2168. Michelle Perlee seconded, so voted. The Board discussed hiring Enpro Services, Inc. to handle the Household Hazardous Waste collection days. Joel Bouvier moved to authorize Landfill Manager Merle Knight to hire Enpro Services, Inc. to handle Household Hazardous Waste collection days. Michelle Perlee seconded, so voted.

11. The Board discussed hiring McCollough Brothers, Inc. to handle a portion of the debris removal from the December 9-12, 2014 storm with costs to be paid by FEMA. Therese Kirby explained McCollough will do half of the work and if one other vendor gets a quote to the office by March 31, 2015 they will be allowed to do the other half of the work, if they don't McCollough will handle the entire removal. Peeker Heffernan moved to authorize Road Foreman Peter Bouvier to hire McCollough Brothers, Inc. to handle half of the debris removal from the December 9-12, 2014 storm. Joel Bouvier seconded, so voted.

12. The Board discussed two Vermont Children's Trust Foundation grants the Hub would like to apply for. One grant is for \$31,500 over a three year period, which would be used to repair and maintain the skate park. The other grant is for \$900 to upgrade their Wi-Fi router and purchase two iPods. There are no matching funds required for either grant. Joel Bouvier moved to approve the application of a grant to Vermont Children's Trust Foundation for \$31,500 over a three year period, with any changes made to the skate park getting approval from their landlord. Peeker Heffernan seconded, so voted. Joel Bouvier moved to approve the application of the Vermont Children's Trust Foundation for \$900. Peeker Heffernan seconded, so voted.

13. The Board approved an accounts payable warrant of \$89, 653.67.

14. Joel Bouvier moved to approve minutes from February 16, 2015. Michelle Perlee seconded, so voted. Michelle Perlee moved to approve minutes from March 16, 2015. Joel Bouvier seconded, so voted.

15. The Board approved liquor licenses for Bristol Beverage and The Bobcat Café.

16. Town Clerk Roundtable: Jen Myers discussed with the Board the contract with the National Bank of Middlebury to use Direct Deposit. Michelle Perlee moved to authorize Jen Myers to sign the contract with the National Bank of Middlebury to use Direct Deposit Services. Peeker Heffernan seconded, so voted (Bouvier abstained).

17. Selectboard Roundtable: Michelle Perlee asked about the letter from Deb Markowitz regarding the expansion of the Landfill. Peeker Heffernan explained the area previously designated for brush isn't part of the Landfill. Peeker discussed the meeting with Jeff from Casella Construction, Joe Gay from Casella Waste Management and Buzz from ANR . They were encouraged to pursue the legislative act. Buzz said if it passed ANR would be inclined to work with the Town. Joel Bouvier said the intersection project will start April 8, 2015. Therese said they are putting out a message to building owners and the public regarding the upcoming project. Joel asked why the chief towed on Main Street and ticketed the back of the park. Therese will ask Kevin. Brian Fox asked about the road trip. The Board

agreed April 28, 2015 will be the annual road trip. Michelle reminded everyone the Fire Facility Design Committee meetings are recorded on NEAT TV and minutes on the Town's website.

18. Town Administrator's Report: Therese Kirby said the Road Department is moving to summer hours April 6th, Monday through Thursday 6am until 3:30 pm and Friday's 6 am until 10 am. Therese would like to send a contract award letter to Don Weston Construction for the lights on the park since Carol Wells was successful in her Downtown Transportation grant.. She also said the kayak race is postponed until April 16th due to weather.

At 7:25 pm Michelle Perlee moved to find premature public knowledge of the Town's contract with Stoney Hill Development, LLC would clearly place this Selectboard at a substantial disadvantage, because the Selectboard risks disclosing its negotiation strategy if it is discussed in public, and for attorney-client communications with attorney Benj Deppman. Peeker Heffernan seconded, so voted.

Michelle Perlee moved to go into executive session to discuss the appointment evaluation or employment of a public officer or employee per 1 V.S.A. section 313 (a)(3), the negotiation of a land purchase per 1 V.S.A. Section 313 (a)(2), and confidential attorney client communications for the purpose of providing professional legal services to the Board per 1 V.S.A. Section 313 (a)(1). Joel Bouvier seconded, so voted. Benj Deppman, Cale Pelland and Mike Menard joined the Board for a portion of the Executive Session.

Ended executive session at 10:17 pm.

Joel Bouvier moved to allow Cale Pelland and Mike Menard to pick up their paychecks out of their department mailbox on Friday of each week at the Town office during the normal office hours of 8 am to 4:30 pm, with the stipulations that Cale and Mike must be finished with their work day, or punched in and out if during their work day, they are not allowed to use Town vehicles to do their personal banking, they must provide a written statement to the Treasurer's office authorizing their spouse or significant other to pick up their check, and vacation pay will not be paid in advance of vacation. Peeker Heffernan seconded, so voted.

Peeker Heffernan moved to authorize Town Administrator Therese Kirby to sign the "Agreement regarding Fire Station Design and Estimating Work". Michelle Perlee seconded, so voted. Heffernan, Fox and Perlee in favor, Bouvier opposed, so voted.

Michelle Perlee moved to adjourn the meeting at 10:20 pm. Peeker Heffernan seconded, so voted.

Respectfully Submitted

Jen Myers
Town Clerk