

**Town of Tinmouth
Select Board
Regular Meeting
June 14, 2018**

Members present: Frank Sears, Michael Fallar, and Cathy Reynolds

Others present: Chuck Bronk, Eric Buffum – Road Commissioner, Kim Harbaugh, Grant Reynolds, Jo Reynolds, Hollis Squier, and Gail Fallar – Select Board Assistant

Frank called the meeting to order at 6:05 pm. Agenda was reviewed, added Hollis and Robert's Rules.

Minutes of May 10, 2018 and May 24, 2018 as written. Cathy moved and Michael 2nded, all voted in favor.

Hollis advised that he will be a sub-contractor regarding mowing of the town's roadsides. He also encouraged the Board to write to VTel, requesting that they remove all the old telephone line pedestals as agreed in the underground burial permit they were granted regarding the fiber optic project. Many are damaged and tipping over. He also noted that they have not yet provided the bore profiles done at the time of installation, also a condition of the permit. Frank will draft a letter.

Board opened #2 fuel oil and diesel fuel bids. Champlain Valley Fuel bid 10 cents over rack price at Valero in Rutland for both, Marcell Fuel bid 30 cents over rack price. After a brief discussion, Cathy moved and Michael 2nded to award the contract for FY19 to Champlain Valley Fuel. All voted in favor.

Eric reported the new truck has been built, is waiting in Texas to be transported to Vermont, he will then take it to Viking for the body and equipment to be added. He advised the In-Kind-Grant work on Upper Gulf Road was nearly done. There was an issue with a culvert being filled in on one end, he dug it out, and the recent rain storm promptly filled it in. There is a solution, but it involves cutting a few trees that are not in the town's right of way. The landowner, Harold Buffum, has granted permission for the work. It will help protect the town's road. Board granted approval for the out of right-of-way work.

Board opened submissions for the town equipment decal contest. Jennifer Trepal submitted one with maple leaves and an explanation of how it reflects Tinmouth, Eric submitted one from another town with a plow truck and the town's name. Frank and Cathy approved Eric's proposal for town equipment (Eric will contact Green Screen Graphics to get them made). Cathy, Frank and Michael approved using Jennifer's as a town logo for letterhead, etc. Board thanked them both for their entries.

Gail is to check with AOT regarding time frame for completion of grant work on McCoy Road, second grant was approved. Frank signed paperwork.

Gail advised that FEMA is waiting for the Army Corps of Engineers approval for work done after last July's storm – on McCoy Road. One application was approved as an exemption and the other is after the fact and posted for public comment. To date, no money has been received for any of the work done.

Board discussed hiring an attorney to pursue unauthorized use of the town's right of way and an illegal junk yard on East Road. Gail reported that someone from the state had called to inquire about the town granting a salvage yard permit which is necessary in order for the state to issue one. She advised that Tinmouth's Zoning Regulations prohibits junk/salvage yards so that was not possible. The state guy noted that would create a violation of state statute on the part of the landowner and they would have to proceed to end the activity.

Board discussed reports of piles of trash and trash burning. Board signed a letter to Jeremy Cook and Courtney Carmen advising them to cease and desist burning trash on Maple Brook Lane. Frank as Health Officer will visit other sites and report back. If rats are present, he may ask the Board of Health to issue an order to clean up the garbage.

Board signed and sealed the 2017 Grant List. There are no appeals pending. Listers signed as well.

Board granted Listers request for an extension for completing work on the 2018 Grand List, ratifying Frank's approval. Director of Property Valuation and Review has granted extension. Listers missed the deadline by one day.

Frank thanked Sherry Johnson and the Tree Policy Committee for their draft proposal. As the Select Board's representative on the TPC, he advised that the committee wanted SB input on work done so far. There was discussion about a landowner's right to cut a tree in the town's right of way – do they really need permission from the Tree Warden (yes). Currently there is a requirement for a hearing for every tree to be cut, that needs to be addressed. Can the policy be written to cover town trees – and not consider them "Shade Trees" as state statute addresses those and seems to apply to more residential places – not rural towns like Tinmouth. It was suggested that the TPC wait for the Resiliency Project to be done, part of that project is to help towns with a tree policy. More input is needed.

Board signed Warrant for Unlicensed Dogs. Constables may now confiscate those dogs not licensed as required by law. They have 90 days to report back to the Select Board.

Gail, as President of the Tinmouth Pond Milfoil Project (TPMP), advised that the application for an Encroachment Permit for placing the SolarBees back in Tinmouth Pond had been denied by the state. The state has suggested that out-of-lake steps should be taken to address phosphorus and other issues. She asked if the Town would be interested in helping the lake owners address this. Board requested a formal letter of what TPMP wants from the town.

Frank moved to accept the draft Procurement Policy, there was no second. Cathy noted that it had been sent only a couple of hours before the meeting and she did not have time to review it. Frank moved to postpone discussion until the July meeting, Cathy 2nded, he would not allow any discussion, all voted in favor.

Board discussed the Personnel Policy's proposed Addendum C (which deals with benefits), Frank moved to approve as printed, Cathy 2nded. Both voted in favor and signed a letter to Gail advising the consequences. Michael recused himself as it deals with benefits that affect a relative.

Board determined that any FEMA money received will go into the Highway Equipment Fund per vote at town meeting. Expenditures for the storm last July will come out of the FY18 budget.

Board advised that expenditures for work on the Master Plan could come out of the Highway Equipment Fund unless there is money in the current year budget to cover them. Cathy moved and Frank 2nded, all voted in favor.

Board reviewed end of year financial report – both Highway and General budgets are under projected expenditures, but revenues are also under expectations. Cathy moved and Michael 2nded to accept financials. All voted in favor.

Board discussed website development and the need to fund over time it to be updated. There is a dedicated fund for Constable Equipment that voters could re-authorize for that at town meeting.

Members discussed the Master Plan Process, Frank reminded everyone of Roberts Rules for meetings, handing out a cheat sheet. He then asked “Where are we?”

Michael expressed concern that the Board present more than one option to voters regarding the transfer station, salt/sand shed, and new town garage. **One** would be for everything new; **two** might entail additions to the current town garage and a different configuration for the transfer station (recycling is changing rapidly); **three** would be to do nothing which is not an option as there are issues concerning state rules and regulations to be addressed.

Frank raised concerns about the road crew, the need for water and septic and a place to work on the equipment in the winter, and the time that has been spent already looking for solutions.

Michael offered to contact some of those folks (Scott Lepley and Wright Construction), Cathy asked that everything be in writing and the entire group kept in the loop. There was concern about losing a construction season, Eric assured the Board construction companies work through the winter. Members discussed time line for voting at a town meeting - vote to decide which option at one, and then proceed through the process of voting for a bond which would entail another town meeting.

Eric advised the new truck may be longer and not fit in the current garage at all. He advised that Ed Clark at NBF in Rutland (an architectural firm) had worked with Shrewsbury’s and other town garages.

Cathy asked if it was okay to run a parallel track of “new” estimates at the same time Michael is working on alternatives. Yes, so she asked Eric for his thoughts about a “perfect building less one bay” that might be able to be added onto in five or six years.

More discussion is scheduled for the July Select Board meeting – a road map for the process is necessary.

Frank thanked the audience for their patience and attendance.

Meeting adjourned at 8:30 pm.

Respectfully submitted,

Gail Fallar
Select Board Assistant

