

**Town of Tinmouth  
Select Board  
Regular Meeting  
May 10, 2018**

Members present: Michael Fallar, Frank Sears and Cathy Reynolds

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

Frank called the meeting to order at 7:05 pm. Agenda was reviewed, added driveway permit for Travis Hepburn on North End Road.

Minutes of April 12, 2018 were approved with a correction to the spelling of McCoy Road. Cathy moved and Michael 2nded, all voted in favor.

Eric reported grading of gravel roads is about half done. He requested permission to purchase a large blower to help with dispersal of leaves in ditches and culverts. There was a demonstration at the town garage that Michael and Hollis observed. Eric noted it will save lots of time and aggravation (now they use a backpack blower) and help with grading. After reviewing the budget and the Equipment Fund, Cathy moved to purchase the blower with attachment up to \$6,000. Michael 2nded, all voted in favor. Will come out of the FY19 (current) budget.

Eric noted the first round of Grants in Aid from the state for water quality improvement road work needs to be done by June 30<sup>th</sup> – this year's project is an area on Upper Gulf Road near its intersection with Journey's End Road. There is also an area on Gulf Road that has been approved by RRPC which will come under the next round of funding. Cathy moved and Michael 2nded to apply for the next round of Grant-in-Aid funding. All voted in favor.

Gail advised that FEMA had approved four of the five projects from last July's storm – only McCoy Road is still under review and now the Army Corps of Engineers approval is needed.

Gail also advised the two recent grant applications for work on McCoy Road had been approved by AOT District personnel and were being submitted to Montpelier for final approval. One has been received, Board authorized Frank to sign.

Hollis inquired about mowing of roadsides, did the Board wish that he do it again? Michael recused himself as Hollis is his uncle. After much discussion as to whether he is a subcontractor or a town employee (the town's insurance company considers him not to be a subcontractor) Cathy moved and Frank 2nded to hire Hollis to mow the road sides as in the past, both voted in favor. He was advised he could decide whether to be a subcontractor (provide his own insurance, etc) or a town employee. He will research and advise the Board.

Chuck advised that the Tinmouth Community Fund had awarded a grant to Tinmouth Blooms to purchase eight flowering crabapple trees to be given away. 14 folks submitted their names for the drawing. The names were placed in a box and eight names were drawn by those present in the room (except anyone with a relative in the drawing). The winners were Sarah Aines, Robbie Leeds, Nelson Jaquay, Frank and Shelly Sears, Heather Rabin, Holly Noble, Helen Mango, and Ruth Drachman. There was such a positive response, they plan to do it again next year. Winners were advised not to plant the trees in the town's right of way.

Cathy presented an RFP for civil engineering for the Master Plan re:transfer station, salt/sand shed, and town garage. Chuck has been in contact with four engineering firms. Board set a site visit for all concerned on May 16th, Frank and Michael plan to attend so a special Board meeting will need to be warned. Cathy noted that Chuck had met with Green Mountain Power regarding running electricity to the proposed location of the new transfer station. There may be a need for consultation with an electrician or electrical engineer as well. The compactors need 3-phase power so there needs to be a phase changer in the mix.

Board discussed estimated costs; the need to spend money to gather enough information for voters to decide about a bond vote; that things can't remain as they are – something needs to be done.

Board decided that a 3 yard compactor feeding into a 40 yard roll off container would be the right size (2 yard was too small, 4 too big). Need to try to determine what the yearly cost to run the compactors will be – number of hauls, number to tons of solid waste and recycling, what to do with bulky items – like couches (other towns have a bulky disposal day once a year), etc.

Board authorized Cathy and Chuck to write the RFP and go out to bid civil engineering. There is also an RFP for the new shed for the transfer station. Bids will be due on May 24<sup>th</sup>.

Board authorized Eric, Bob Noble and Gail to gather fuel bids (diesel and #2 fuel oil) for the June Board meeting.

Board authorized going out to bid for paving – the middle section of East Road is this year's work zone, due on the special meeting on May 24<sup>th</sup>.

Board discussed the 32 dangerous/dead/dying trees on a list from Tree Warden David Birdsall and Road Commissioner Eric Buffum. Eric will try to get to them as time allows, most likely more toward the end of summer. Frank advised that the Tree Policy Committee was working on a draft policy, will meet again on May 23<sup>rd</sup>.

Board considered a driveway permit application from Travis Hepburn on North End Road, approved with conditions – 15" culvert, 30 feet long and ditching will be required. Land owner is Kathy Hepburn Halford.

Gail advised the application for an Encroachment Permit for placing the Solar Bees back in Tinmouth Pond was still under review by the state. The previous permit (10 years) expired in 2017 – was a permit for dealing with aquatic nuisances (milfoil), but now the state has determined that an encroachment permit for placing something in the lake is needed instead. Solar Bees are solar powered units that circulate water from the middle or bottom of the pond to the top. A major advantage is improving water quality.

Frank volunteered to continue as the Select Board liaison to the Tinmouth Pond Milfoil Project.

Board formally appointed an Advisory Committee for the Resilient Road project – Cathy Reynolds (Board), Eric Buffum (road), Doug Fontein (Conservation Commission), David Birdsall (tree warden), and Gail Fallar (town clerk).

Board asked for resumes for transfer station manager applicants for May 24<sup>th</sup>.

Cathy asked Frank for an electronic version of the draft purchasing/procurement policy, he will work on it.

Board reviewed financial report – Gail advised that budgets are under spent, but revenues are under budget as well. Delinquent taxes have been overbudgeted for a number of years (some of the money collected as delinquent is double counted as it is for the current year not just past years.) This was changed a number of years ago as \$25,000 was budgeted and \$50,000 was collected. It's taken a while to become apparent, but there is now a short fall in revenues.

Cathy expressed concern about the need for more Board work to be done, their assistant is not completing all the tasks assigned. Should Board members do more? Budget more time? Get an assistant for the assistant? It is becoming a bigger job, something needs to be done. Board will ponder situation.

Frank expressed concern with three hour meetings, asked members to think about scheduling two regular meetings each month instead.

Meeting adjourned at 9:50 pm.

Respectfully submitted,

Gail Fallar  
Select Board Assistant