**Town of Tinmouth**

**Select Board**

 **Thursday, June 11, 2020**

**Virtual Meeting Due to COVID-19 Pandemic**

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

**Others present via teleconference:** Doug Inkley, Michael Fannin-Emergency Management Director, Eric Buffum – Road Commissioner, Ronnie Crossman, Sherry Johnson and Kim Harbaugh, Grant Reynolds, Hollis Squier and Gail Fallar – Select Board Assistant.

**Frank Sears** called the meeting to order at 7:05 and welcomed everyone. Board reviewed agenda, added school shed inquiry.

**Minutes** of 5/26/20 were approved as written, Cathy R. moved Michael Fallar 2nded, all voted in favor.

**Financial Reports ~** Cathy R. moved to accept as prepared, Michael Fallar 2nded, all voted in favor.

**Warrants Reviewed ~** Frank S. had signed payroll warrants#46 for $3,047.80 - dated 5/18/20, #47 for $1,943.40 – dated 5/26/20, and #48 for $3,160.70 - dated 5/31/20, and #49 for $1,943.40 dated 6/8/20; and account payables # 29 for $3,371.82 – dated 5/28/20. With no questions or comments, Board approved.

**Audit Bid ~** Board reviewed bid from Sullivan and Powers, only bidder, for $29,000. Cathy noted the bond budget had included $15,000 for an audit. Cathy moved to amend the procurement policy to temporarily allow electronic bids (until December 31, 2020) due to the Covid-19 pandemic, Michael Fallar 2nded, all voted in favor. Board then tabled the audit bid pending research regarding banks requiring three years of audit before they will loan the town money in anticipation of receiving bond financing. TD Bank, the town’s current bank, requires 3 years, the bond bank only requires one, which is why the bid specs were for one year.

**COVID-19** **Emergency** **~** Michael Fannin, EMD, advised that he is less hopeful about being out of the woods, given a recent outbreak in Williston. Board and EMD again discussed volunteer waiver form, town’s insurance provides insurance for volunteers. Cathy moved and Michael 2nded to table the volunteer waiver indefinitely. All voted in favor.

 **Pay for EMD and EMC ~** Cathy moved and Michael Fallar 2nded to pay the Emergency Management Director and Emergency Management Coordinator each a $100 per year stipend, pro-rated for FY20, in full for FY21. All voted in favor. This allows them to be covered for workers compensation.

 **Opening Town Buildings ~** There has been a request to use the community center for pickle ball and volley ball. Board discussed the need for guidelines, disinfecting going in and going out, etc. Cathy reported that School Superintendent Dave Younce advised MRUUSD is closing school buildings for July, and there will be no cleaning of the community center. Michael Fallar moved and Frank 2nded that the Select Board recommend to the Community Center Board to allow residents/citizens to use the facility per state guidelines. All voted in favor. Cathy is the SB representative to the TCC. Use of old fire house, town office, old creamery was moved to the end of the meeting.

 **Use of School Shed ~** Gail explained request from Lisa Edge, Pre-K educator, regrading use of the shed at the school, and noted that they hoped to move it to the back of the community center to be better able to use it for the outdoor classrooms and gardens. After discussion that noted the school determines what the shed is used for, but the town has a say in where it is located**,** Cathy moved and Michael Fallar 2nded, to give the school district permission to move the shed to the back of the community center and store whatever they wish. Board needs designation of where it will be located. All voted in favor.

 **LEMP ~** Local Emergency Management Plan – Michael Fannin, EMD, quickly reviewed the 2020 update. Michael Fallar moved and Cathy R. 2nded, to approve the LEMP as presented, all voted in favor. Frank and Michael Fannin will stop by to sign.

**Highway ~**

 **Michael Fannin ~** expressed a big thank you for the chloride spread near his house, it is a huge improvement in dust control.

 **Eric** **Buffum** advised the site for the salt/sand shed was cleared and the brush burned. He inquired whether the town was required to have a brush pile as once the structure is built, it may have a canvas roof and the burning of brush near that would not be a good idea. After brief discussion, Board advised Eric to post a sign – no brush accepted until September 1st, which will give the Solid Waste and Recycling Committee time to review the question. Fire Department does use it for a drill. There was also discussion of what to do with all the stumps, Eric will research.

 **Site Clearing** – Board discussed how much clearing was needed for the salt/sand shed, Eric noted that there were trees that could fall on the new structure, should they be removed? Board agreed by consensus the tree cutting crew could continue after consultation with neighbors.

 Eric also reported that **Dan Allard** offered to trade use of his wood chipper for equal time use of the town’s leaf blower. Board approved.

 Eric advised that Rutland Regional Planning Commission was busy inventorying town roads and culverts.

 Eric noted that the road crew has been grading and applying chloride, also ditching with extra help – awesome to have three pair of hands.

 Michael Fallar inquired about the status of the old one ton truck. Eric noted it is still being used. Board agreed to get the for-sale advertising done ASAP. Cathy will post to Craig’s list. Bids will be due July 9th.

 Eric noted that ledge had been run into on Wright’s Road as they are ditching there, still waiting for Josh Carvajal ’s recommendations for work near the Inkley’s stream.

 **Doug Inkley** expressed appreciation for moving forward addressing their concerns on Wright’s Road.

 Eric explained proposed change turning the “Y” intersection of Harrington Cross Road and Route 140 into a “T”. VTrans staff have visited the site and laid out the new plan. Eric advised the road crew can handle the change, the Board asked Eric for a cost estimate for the 23rd Board meeting.

**Paving Bids ~** Paving bids were opened:

Fuller Sand and Gravel bid $59.50 per ton plus $1 for shouldering;

Wilk Paving bid $62.50 per ton plus $4,550 per day for shouldering;

Pike Industries bid $66.00 per ton and $2,000 per day for shouldering.

Cathy moved and Michael 2nded to award contract to Fuller Sand and Gravel, all voted in favor. Board asked Eric to ensure paving was not done late in the fall. Bids were in two parts as the town applied for a state paving grant, not sure when determination of grant awards will happen, so East Road may be paved ($100,000 budgeted) and then Mountain View if the grant is received.

**Fuel Bids ~** Eight vendors were sent requests for bids, only two were returned. Champlain Valley Fuels bid 15 cents over the Valero Rutland rack price for both diesel fuel and #2 hearing oil, Johnson Energy bid on #2 heating fuel only at 40 cents above rack price. Michael Fallar moved to accept Champlain Valley Fuels bid for FY21, Cathy 2nded, all voted in favor.

Cathy asked that highway business be moved to the top of the agenda, as done in the past. After brief discussion, Board agreed to call Michael Fannin, EMD for Covid discussion, after highway agenda items are completed.

**Jan and Ken Krantz ~**  Jan, speaking for the Library Trustees requested permission to place a small structure – a little free library – near the town office. This will be used by the public for put and take books, puzzles, etc. It will be movable as well, sand bags will hold it down, it’s about 3’ x 3’ x 3’. There are many around the country. After discussion, Board agreed to a spot on the north side of the town office, between the Veteran’s monument and the vault.

**Building Committee Report ~** Theresa Butts, co-chair, emailed a written report, next meeting is on the 22nd.

**Old Business** ~

 *East Road Right of Way* – No progress – Board agreed to put on the agenda on quarterly basis – a problem without a clear resolution.

 *Trash and Dogs at 605Mountain View* – Frank reported some clean-up has happened.

*12 Ezra Stone Road –* Frank advised he is waiting for the 30 day eviction period to end, will report on the situation at the Board meeting on the 23rd. Further action by the Board of Health may be necessary, and will incur cost to the town.

**New Business** ~

**RFP for Town Office Roof Over Library ~** Postponed

**Tax Due Date ~** Gail, as treasurer, requested change to due date for the first tax payment, due to the state changing the due date to file homestead declarations and property tax adjustment to July 15th. After brief discussion, Frank moved and Michael 2nded to set September 17th as the due date of the first half tax payment. All voted in favor.

**Resolution Regarding Local Government ~** Cathy moved and Michael 2nded to pass the resolution and authorize the town clerk to certify Board’s action. All voted in favor. (Attached)

**Food Truck Request ~** Board discussed request from Brent Black to occasionally park his food truck in town. After discussion, Board approved, suggested that the old creamery parking lot, the church parking lot or the community center parking lot may be suitable places for the endeavor.

**LHMP ~** Local Hazard Mitigation Plan update, only one bid was received, five requests were sent. Cathy moved and Michael 2nded to approve proposal from the Rutland Regional Planning Commission. All voted in favor.

**Census ~** Board reviewed data from Vermont census staff indicating that Tinmouth folks are not filling out the census forms, Board needs to encourage everyone to participate in the census.

**Use of Old Fire House – Town Office Upstairs ~** Board discussed inquiry about using the old fire house and the conference room at the town office. There is a need for guidelines, who will monitor that requirements are met, etc. Tabled until SB meeting on the 23rd.

**Executive Session ~** At 9:28, Cathy, based on advice of counsel, moved that the Select Board enter executive session as premature disclosure regarding possible civil litigation with the Town of Wallingford would be detrimental to the interests of the town. Frank 2nded, all voted in favor.

At 9:29 Cathy moved to enter executive session to discuss a potential resolution of the town line dispute with Wallingford, to include Gail Fallar. Michael 2nded, all voted in favor. Everyone else signed off the virtual meeting.

 Board exited executive session at 9:47. Cathy moved and Michael 2nded to instruct the Select Board Assistant advise town counsel to proceed with draft MOU with Wallingford. All voted in favor.

**Next Meeting ~** June 23rd

**Meeting adjourned at 9:50 pm.**

Respectfully submitted,

Gail Fallar

Select Board Assistant