

**Town of Tinmouth  
Select Board  
Tuesday, June 23, 2020  
Virtual Meeting Due to COVID-19 Pandemic**

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

**Others present via teleconference:** Eric Buffum – Road Commissioner, Heather McMahon, Sherry Johnson, Kim Harbaugh, Hollis Squier, Ken Krantz (7:30-7:45) and Gail Fallar – Select Board Assistant.

**Frank Sears** called the meeting to order at 7:02 and welcomed everyone. Board reviewed agenda, added VTel work on Channel Road and HRA transfer.

**Minutes** of 6/11/20 were approved as written, Michael F. and Cathy R. 2nded, all voted in favor.

**Highway ~**

**Eric B.** reported there no major issues, ditching continues on Wright's Road, have run into some ledge there. Eric asked for approval to purchase culverts to stock them, after brief discussion and noting that \$0 dollars had been spent this fiscal year on culverts with \$5,000 budgeted, Board approved.

**Stump dump research** – no place found yet, illegal to bury them, may rent a stump grinder, still investigating options.

**Harrington Cross Road project** – estimate not yet ready.

**Wood from trees** cut during site work for new salt/sand shed – there are four large piles, all hardwood – Board discussed what to do with the wood – decided to number the piles 1, 2, 3, 4 (there will be another two in the future) and accept sealed bids at their next Board meeting (July 9<sup>th</sup>). Wood will have to be moved by the successful bidder(s) by August 2<sup>nd</sup>. Restricted to Tinmouth residents and/taxpayers. Board worked on wording of proposal will post on FPF and in *Tales of Tinmouth*, when it can be viewed (when transfer station is open), call town garage with questions.

**Old One Ton Truck Ad** ~ Cathy will post ad to FPF and Craigslist, Gail will place ad in Herald, News Guide and *Tales*. Sealed bids due by July 9<sup>th</sup>.

**VTel work on Channel Road** ~ Hollis reported that as he was mowing the road side on Channel Road, he noticed that VTEL has recently buried a phone line in the road near Fred Aines, he asked if they had permission. No was the answer. Hollis advised that the town has generally refused allowing anyone to bury lines in the road, they have to be in the ditch once it's been cleaned – 3' down. Frank will contact Mr. Aines and VTEL.

**Building Committee Report** ~ Cathy reported the BC continues to investigate salt/sand sheds, what size is needed, estimates from a number of vendors, etc.

**Storm Water Permit** ~ Gail reported the stormwater permit is still being reviewed by the state, they are unable to give a time frame for it being issued as the engineer is still providing answers to their questions. Board had lively discussion about how to light a fire under Otter Creek Engineering, how to determine where the permit is in the overall process, how to move it along, the need to have OCE attend a Board meeting to answer questions. SBA was instructed to provide SB with emails from Craig Jewett, engineer at OCE, regarding permit application, and try get more answers from OCE and the state.

**Ken Krantz** ~ Ken requested permission to change location of the proposed **Little Library** from the north side of the town office to the front porch, next to one of the benches. Board

agreed. **Bake Oven** – Ken inquired whether the SB would allow folks to use it again for a pizza night. Board discussed need to follow guidelines – social distancing, number of attendees, masks when not eating, posting of signs, log of everyone attending, sanitizing of the bathroom, etc. Ken agreed to be point person to ensure that guidelines and rules are met/followed. Board agreed.

**Bear at the Transfer Station** ~ Michael advised that a bear has been visiting the transfer station, pulling trash out and making a huge mess. Electric fence needs to be re-done.

#### **Financial ~**

**Warrants Reviewed** ~ Frank S. had signed payroll warrant #50 for \$2,481.49 dated 6/15/20; and account payables # 30 for \$10,214.79 – dated 6/15/20. Michael moved, Cathy 2nded, to approve, all voted in favor.

**Audit Research** ~ Gail reported that The Bank of Orwell was willing to loan the town money in anticipation of the bond with a one year professional audit. Therefore there is no need to re-bid the audit for three years (TD Bank-current town bank, requires 3 years of professional audit – most banks do not require that).

**Audit Bid** ~ Cathy moved to approve/accept Sullivan and Powers audit bid, Michael 2nded. Frank expressed concerns regarding cost, sections regarding remote transference of data (will it be secure), lack of choice of vendors, time frame, and possibility of cost overruns. After discussion, Cathy called the question, Cathy voted yes, Frank and Michael voted no. Motion was defeated. Frank added the issue to the agenda for July 9<sup>th</sup>.

**HRA Transfer** ~ Gail advised the balance in the highway budget for health insurance, \$15,087.40, and should be transferred to the HRA account to cover potential out of pocket expenses due to the switch in health insurance plans. Cathy moved, Michael 2nded to make the transfer, all voted in favor.

#### **Old Business ~**

*Trash and Dogs at 605 Mountain View* – Frank reported no one was home on a recent stop.

*12 Ezra Stone Road* – Frank advised that the tenants did not move out by the 30 day deadline. There is now an emergency court hearing on the 24<sup>th</sup>, he will keep the Board updated.

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

#### **New Business ~**

**Open Town Buildings** ~ Cathy advised that the Community Center Board would be meeting on 6/29 to consider opening the community center and would more than likely follow Amy Martone's lead regarding guidelines and safety precautions. Board discussed opening the old fire house, old creamery, 2<sup>nd</sup> floor of the town office, bake oven, and the library and town office when they are ready; will have to be in compliance with ACCD's requirements-signs, social distancing, etc. as well as requiring masks for in-door use and a log for attendance in case there is a need to track exposure. Gail advised that the Board of Civil Authority had voted to use the Old Fire House for the primary and general elections. Frank moved and Cathy 2nded to open town buildings in compliance with the above. Frank and Cathy voted in favor, Michael voted no, motion passed.

**Transfer Station** ~ Geoff Dixon requested relief from a recent invoice sent regarding a past due amount for use of the transfer station. Invoice was calculated at the current rate of \$2.50 per bag, his punches due were from a couple of years ago (before he moved to Florida) when it was \$2 per bag. Board discussed briefly, Michael moved and Frank 2nded to accept the offer, Michael

and Frank voted yes, Cathy voted no, motion carried. Board discussed need to set limits on the amount of punches that can accrue before use of the transfer is stopped.

**Public Concerns** ~ Kim expressed concern with the cost of the audit, the extensive list of deliverables, and electronic transmission of data. Cathy noted that when she was Tinmouth's representative to the Rutland Library, the Library having to go through audits, and this is a typical proposal.

Gail will check with NEMRC(accounting software company) about security of sending the files and with the town's auditors to see if the reconciliation can be done by July 31<sup>st</sup>.

**Executive Session** ~ At 8:34, Frank, 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. Cathy 2nded, all voted in favor.

At 8:39 Frank moved to enter executive session to discuss a potential resolution of the town line dispute with Wallingford, to include Gail Fallar. Cathy 2nded, all voted in favor. Everyone else signed off the virtual meeting.

Board exited executive session at 8:39. No action taken.

Cathy expressed concern with the technology, difficulty hearing everyone, etc. Needs to be addressed as meetings may be virtual for quite some time. Some folks have requested the virtual presence continue after in person meetings resume.

**Next Meeting** ~ July 9<sup>th</sup>

**Meeting adjourned at 8:42 pm.**

Respectfully submitted,

Gail Fallar  
Select Board Assistant