

Town of New Haven Selectboard Meeting
7:00 pm
Town Offices
Tuesday, December 15, 2009

Present: Pam Marsh, Kathleen Ready, Roger Boise, Pat Paquette, Treasurer, Barb Torian and Clerk, Pam Kingman

Visitors: Doug Weber, Adam Lougee, Lowell Nottingham, Kathy Barrett, Linda Cyr, Marcia Dupoise, Stephen Dupoise, Sr., Chris Bray, Bill Paine and Suzy Roorda

AGENDA RESULTS:

VISITORS BUSINESS:

1. **Adam Lougee, from Addison County Regional Planning Commission and Doug Weber from Summit Engineering – Sidewalk Project:** The contract documents have received approval from VTRANS, who has forwarded them to the Federal Highway Program for their approval. They are hopeful the Federal Highway people will approve them in the next couple of weeks. Once it has been approved, the project can go out to bid immediately. The bid period is 3 weeks. Doug Weber will notify us when the bids are to be opened; at least one Selectboard member should participate. At that time the apparent low bidder is recognized; then Doug Weber takes all bids back to Summit Engineering, and thoroughly checks qualifications and makes sure the numbers add up. Then the Selectboard will meet – if necessary at a special meeting – to approve the bid. Once the bid is awarded, the contractor supplies the insurance and the construction schedule. Doug Weber said there are over 50 bids going out in the next few weeks from the Federal Highway Program, so this bid should go out at the same time.
Doug Weber asked the Selectboard if there are any special conditions that the chosen contractor will need to be made aware of. The Selectboard does have concerns as to the timing of the project while school is in session. Doug Weber and Adam Lougee said they will be in contact with Beeman Elementary School Principal soon. Mr. Weber recommended not setting a time line on the contractor, it is better to let them coordinate with the school. There will be flaggers, etc. provided during construction. Adam Lougee suggested possibly adding a special condition in the bid document about coordinating with Beeman. There is only 100' of sidewalk going in front of the school; the bulk of the project is along Main St. Any other concerns that arise, Doug Weber should be notified. Lastly, Doug Weber would like work as the construction oversight engineer. He will coordinate activities such as testing procedures, reviewing shop drawings and acquisitions.
Pam Marsh made a motion to approve Addison County Regional Planning

Commission putting bid documents out to bid, upon approval from the Federal Highway Program, seconded by Kathleen Ready. 3 yes / 1 no

2. **Lowell Nottingham and Kathy Barrett are here to express their interest in the vacant Selectboard position.** The Selectboard asked both “candidates” questions as to what their backgrounds were. **Kathy Barrett** has 15 years experience on the Mt. Abe School board, and she was the chair for several years. She has experience with policy, negotiations and finance, and has served the town as an Auditor in the past. Her background is in finance. She is interested in running for one of the Selectboard positions in March. **Lowell Nottingham** served on the Selectboard for a years term, he feels he could jump right in as it is budget time and he has been through it before. He has had some pressure recently to run from some folks in town, so he is willing to help out. He served on the Beeman School board for numerous years; many of those years he was the chairman. He also served as the clerk of the works for the Town during the construction phase of the new town office and library. He was uncertain if he would run for one of the Selectboard terms in March. Pam Marsh made a motion to go into executive session at 7:30 pm, seconded by Kathleen Ready. 4 yes / 0 no
Kathleen Ready made a motion to adjourn from executive session, seconded by Pat Paquette. 4 yes / 0 no
Roger Boise made a motion to appoint Kathy Barrett to fill the remainder of the term ending March 2010, seconded by Kathleen Ready. 4 yes / 0 no
Kathy Barrett signed the Oath of Office for the Selectboard and joined the board at the table.
3. **Linda Cyr – Is interested in the vacant Lister position.** She is aware the term will be ending this March, and would like to try it for the next few months. She has numerous years making phone calls as part of her previous job. Bill Paine explained that they are trying to divide up the Lister responsibilities between 3 people. Having Linda to schedule the reappraisal visits would help them out immensely. She currently works from home, and is willing to learn from Bill Paine and Kermit Blaisdell about the reappraisal. Discussion of wage for new Lister, current pay is \$16.50 per hour; it was decided to leave the wage the same until after Town Meeting. The Selectboard is considering that the wages for new town employees may be lower for the next budget year. Kathleen Ready made a motion to appoint Linda Cyr as a Lister, term ending March 2010, seconded by Pat Paquette. 5 yes / 0 no
4. **State Representative, Chris Bray – Old Nash Farm Bridge** – The report the Town received from the state says the scour on the bridge is at the critical stage and they are recommending the Town close the bridge when the water level on the south end (by Halpin Rd.) comes within 5 feet of the lowest beam. The State requires a qualified bridge inspector check the bridge before it can be reopened, and currently there are only 8 state bridge inspectors. This could result in the bridge being closed for up to 4

days unless the Town can find and pay for an independent, qualified bridge inspector. Discuss how to find independent, qualified bridge inspectors and at what cost. How fast the water rises and recedes, and general deterioration of the bridge. There will be a need for permanent signs to alert people when the bridge is closed. Co – Road Commissioners, Pat Paquette and Roger Boise acknowledge the problem with the bridge, it has been this way for some time. Pat Paquette asked Chris Bray to contact a state engineer to look at the bridge and give the town a cost estimate on fixing it, as well as anything the road crew might be able to do in the mean time to get the bridge off the list. The report the town received doesn't reflect the correct amount of traffic flow, the board is requesting another traffic count so it is accurate; Roger Boise will take care of this. Chris Bray will also ask the state about countermeasures for the scour and if placing rip rap against the bank will help. Mr. Bray said 300 letters similar to ours were mailed state wide regarding substandard bridges.

TOWN OFFICE BUSINESS:

1. **Suzy Roorda – Quote for the DeMers Plaque** for the River Rd. Park – total cost is \$88.80. Kathleen Ready made a motion to set aside \$88.80 more or less out of this year's budget for the DeMers Plaque, seconded by Roger Boise. 5 yes / 0 no
Suzy Roorda – Town Hall Policy and Application – Discussed the changes to both. Kathy Barrett made a motion to approve with corrections that were discussed to the Town Hall Application, seconded by Kathleen Ready. 5 yes / 0 no Pam Marsh will make the corrections on her computer and forward them to the Town Office for Suzy Roorda to print. Suzy Roorda also provided the Selectboard with her Events Budget and Parks Budget.
2. **Badge for the Dog Warden** – Wayne Marcelle has priced new badges at \$80. Dean Gilmore (former Dog Warden) is willing to sell the Town the badge he purchased for \$25. Pam Marsh made a motion to purchase the badge from Dean Gilmore for \$25.00. The badge is to be returned to the Town at the end of the dog warden's term. Seconded by Pat Paquette. 5 yes / 0 no
3. Time Cards were received from the Dog Warden from the dog census and any calls he had to go out on. Pat Paquette made a motion to pay all charges by Wayne Marcelle for the dog warden time and dog census, seconded by Roger Boise. 5 yes / 0 no. Kathleen Ready asked Treasurer, Barb Torian to write Wayne Marcelle (Dog Warden) a letter requesting he turn time cards in a monthly basis, or he won't get paid.
4. Wayne Marcelle asked if the Selectboard wants him to burnish the gym floor – no, the school is responsible for that now.
5. First Line Security System – This is the security system for the new office/ library. Pat Paquette made a motion to allow Pam Marsh to sign the contract, seconded by Roger Boise. 5 yes / 0 no

6. Personnel Policy changes– This will be discussed at the December 28th budget meeting.

NEW BUSINESS:

1. **New Haven Fire Dept.** – 3 quotes for security system for the Town garage and fire station. Co-Road Commissioners will look them over and report back to the board at the December 28th budget meeting.
2. **Harold Tricou** – quote for shelving unit in the Town Hall for a total of \$595.00. Roger Boise made a motion to pay for shelf unit, to come out of next years 2010 budget, seconded by Pat Paquette. 5 yes / 0 no
3. New Haven Soccer Club / Robert Pitts – Letter of request to have the money earmarked for the Soccer Club be used to fund the new ball field construction. Kathleen Ready made a motion to put \$1,000 into the Beeman Field Construction Fund, seconded by Pat Paquette. 5 yes / 0 no
4. Andrew Johnson – Is requesting the Town take over a 3.4 acre parcel off of the North/South Highway. He would like to quit claim the parcel to the Town. Roger Boise made a motion to accept the property, seconded by Pat Paquette. 5 yes / 0 no

TREASURER'S REPORT:

1. Payroll – Kathleen Ready made a motion to approve payroll, seconded by Pat Paquette. 5 yes 0 no
2. Pay Orders – Pat Paquette made a motion to approve pay orders, seconded by Kathy Barrett. 5 yes / 0 no

OLD BUSINESS:

1. Horn Property – Paul and Linda Horn have requested the question on their property be tabled until mid to late January, as they are obtaining legal counsel. Kathleen Ready made a motion to table the Horn property question until the January 19, 2010 meeting, seconded by Kathy Barrett. 3 yes / 2 no Steve and Marcia Dupoise came to this meeting hoping to hear the outcome of the Horn debate, unfortunately they will be out of town in January. Hopefully they can participate by phone.

REGULAR BUSINESS:

1. Approve minutes from December 1, 2009 – Postpone until December 28th budget meeting.

OTHER BUSINESS:

2. Roger Boise and Bev Landon have been working on the ancient roads.
3. Roger Boise – Originally the Selectboard voted on spending not more than \$5,000 on the dump body for the small Ford. They have a newer improved

- dump body with different lights on the back of the truck. The new one will cost \$5,200. Roger Boise made a motion to go with the updated body from Iroquois in the amount of \$5,200, seconded by Pat Paquette. 5 yes / 0 no
4. Kathleen Ready made a motion to hire Linda Sleeper for the 09/10 winter season to clear sidewalks and clear ice in accordance with the job description. Pay will be \$15.00 per hour. Seconded by Kathy Barrett. 5 yes / 0 no
 5. Roger Boise – A radio has failed in one of the trucks. Burlington Communications quote is \$575 - \$650. Dean Gilmore has one from Falcon Communications, with installation would cost \$375.00. Kathy Barrett made a motion to approve purchase of radio from Dean Gilmore for \$375, installed, seconded by Pat Paquette. 5 yes / 0 no
 6. Pam Marsh made a motion to go into executive session to discuss a real estate matter at 9:50 pm, seconded by Pat Paquette. 5 yes / 0 no Roger Boise made a motion to come out of executive session at 10:12 pm, seconded by Kathy Barrett. 5 yes / 0 no

MISC. CORRESPONDENCE:

1. Energy Audit – Town Hall
2. Town of Monkton – Ancient Roads

Adjourn: 10:15pm
 Respectfully submitted:
 Pam Kingman
 Approved:

 Pam Marsh, Chair

 Kathy Barrett

 Roger Boise

 Pat Paquette

 Kathleen Ready