

Town of New Haven Selectboard Meeting
7:00 pm
Town Offices
Tuesday, January 4, 2011

Present: Chair, Pam Marsh, Vice Chair, Roger Boise, Kathy Barrett, Kathleen Ready, Treasurer, Barb Torian and Clerk, Pam Kingman
Absent: Pat Paquette

Visitors: Lowell Nottingham and Harvey Smith

AGENDA RESULTS:

VISITORS BUSINESS:

1. **Lowell Nottingham** met with Kevin Lehman from ACRPC, about what the Fire Stations needs are to better incorporate them into the existing **RFP**. It looks as though the town garage furnace is strong enough to heat both sides of the building. This will allow the furnace in the Fire Station to be zoned to heat only the upstairs. Lowell is getting specs on a heat exhaust / recovery fan for the town garage. Lowell would like to discuss the projects with a Fire Dept. member. Harvey Smith said he would call Fire Chief, Alan Mayer in the morning and report back to Lowell. Lowell questioned who maintains the furnace in the Fire Dept. He will ask them at the January 18th meeting.
2. **Lowell Nottingham - Efficiency Vermont** has extended their rebate for another year. He said this is a good time to hire an electrician to go through the town garage and fire station and install new fixtures and bulbs. The more fixtures an electrician installs, the higher the rebate is. Lowell will look into having the town hall included in the rebate. He said the cost will be roughly \$500. Victor Bolduc did this same program with Beeman Elementary School. Roger Boise will contact him about doing the town project. Pam Marsh suggested that if we want to put energy improvements to the Town Hall and Fire Station on the March ballot, we would need to have a proposal for consideration at the Selectboard meeting on the 18th. She suggested that Lowell meet with Harvey Smith and the Energy Committee members and have a proposal for the Board at their January 18th meeting for the town hall. Pam Kingman will email copies of the energy audit and historical audit to Lowell. Discussion of Beeman Elementary's participation in the process; to date no one has been appointed from Beeman to the review the projects for the town hall. Harvey Smith said he will contact Beeman Schoolboard Chair, Marie Jewett about it. Harvey will soon be stepping down as the Town Energy Coordinator. He indicated Rick Shappy has shown an interest in taking his place. Kathleen Ready made a motion to appoint Rick Shappy as the Chair for the Town Energy Coordinator and Chair of the Energy Committee, seconded by Kathy Barrett. 4 yes / 0 no

3. **Lowell Nottingham** – questioned the snow guards that were recently installed on the town offices / library. He said all the other quotes indicated there would be two separate rows. The one installed is one row. Roger Boise said he will contact Chris Day about it. **Follow up – Chris Day said when he purchased the snow guards from Murphy’s Metals in E. Middlebury, they told him one row would be sufficient. He said he would warranty his work for one year, if something breaks – he will fix it.**

TOWN OFFICE BUSINESS:

1. **Elevator** – Pam Kingman had contacted an architect to come and take a look at the elevator shaft and get his opinion. Mr. Guillot suggested repairing the elevator; he thought we could get another 10 years or so out of it. The board asked Pam K. to contact Bay State Elevator to inquire as to how soon they could repair it. **Follow update – Pam K. called Bay State Elevator, they were concerned about finding more things wrong with the elevator and not being able to find parts for it.**
2. **Ashley Bessette from the Mary Johnson after School Program** – would like to have a key to the Town Hall. She is finding it problematic to have to go to Suzy Roorda’s twice a day. The Selectboard agreed if she wants a key she will have to ask the school for one, since the After School Program is a school function. Ashley also asked for permission to install more hooks along the wall between the old town clerks office and the elevator. The Board agreed it would be better to add hooks along the wall where they already have hooks.
3. **Town Hall Applications –1)** Kathleen Ready made a motion to approve Alan Whitney’s application for his annual **Game Supper** on Saturday, February 5, 2011 using the kitchen and cafeteria; fees have been paid. Motion seconded by Roger Boise. 4 yes / 0 no
2) Kathleen Ready made a motion to approve Glenn Lower holding occasional boys basketball practices, as long as practices are coordinated with Suzy Roorda. Fee waived. Motion seconded by Pam Marsh. 4 yes / 0 no
4. **Town Hall Agreement with Beeman** has been signed and a copy forwarded to the Superintendents Office. Pam Kingman questioned who is responsible for shoveling the town hall during school vacations? When she brought architect, Frank Guillot over to look at the elevator, the only door that had access was the cafeteria. Ashley Bessette had shoveled it so the Mary Johnson After School Program could get inside. The Selectboard agreed that the School is responsible for the snow removal during vacations, except if the Town Hall is being used for Town functions.
5. **Road Budget:**
 - \$.50 wage increases for the Road Crew and Katie Reilley.
 - New Road Foreman will be on probation for 6 months
 - May have to pay a higher wage to qualified Road Foreman
 - Credit from VLCT for Workers Comp from last year

TREASURER'S REPORT:

1. Barb Torian asked the Selectboard if she should include pay increases in next weeks pay checks – yes.
2. Payroll – Kathy Barrett made a motion to approve payroll for the week ending 12/27/10, in the amount of \$3,948.18. Seconded by Roger Boise. 4 yes / 0 no
3. Payroll – Kathy Barrett made a motion to approve payroll for the week ending 12/31/10, in the amount of \$5,470.59. Seconded by Kathleen Ready. 3 yes / 1 abstention
4. Pay Orders – Kathy Barrett made a motion to approve the check warrant for the week ending 12/28/10, in the amount of \$13,614.90. Seconded by Kathleen Ready. 4 yes / 0 no
5. Pay Orders – Kathy Barrett made a motion to approve the pay orders for the week ending 12/31/10, in the amount of \$9,344.76. Seconded by Roger Boise. 4 yes / 0 no
6. Pay Orders – Kathy Barrett made a motion to approve the pay orders for the week ending 1/4/11, in the amount of \$12,162.66. Seconded by Kathleen Ready. 4 yes / 0 no
7. It should be noted that the payroll for the week ending 12/31/10 normally would have been for a week ending 1/11/11, and therefore would have fallen into the 2011 budget. Because they were paid in 2010, the budget will show an overpayment of wages for the Clerk and Treasurer, and possibly other officers, as they received 53 pay checks during 2010. This should be an offset in 2011, when they will receive 51 pay checks.

ROAD COMMISSIONERS REPORT:

1. Roads Update: 1 recent complaint called in about snowy road. Roger and Pat have asked the Road Crew not to use sand on the dirt roads because it turns into mush.
2. Equipment Update: Ford 550 in for repair. Fixed now.

NEW BUSINESS:

1. Kathy Barrett made a motion to move into executive session at 9:35 pm to discuss a personnel matter, seconded by Kathleen Ready. 4 yes / 0 no
Kathy Barrett made a motion to adjourn from executive session at 9:45 pm, seconded by Kathleen Ready. 4 yes / 0 no
Kathy Barrett made a motion to pay for cleaning the town offices for not more than 2.5 hours per week at \$14.00 per hour, and that the hours cannot be accumulated towards benefits. Motion seconded by Pam Marsh. 4 yes / 0 no

REGULAR BUSINESS:

1. Roger Boise made a motion to approve minutes from December 13, 2010, seconded by Pam Marsh. 4 yes / 0 no
2. Kathy Barrett made a motion to approve minutes from December 21, 2010, seconded by Roger Boise. 4 yes / 0 no

OLD BUSINESS:

1. Palmer Deed – John and Carmen Palmer are on the agenda for Jan. 18th
2. Ancient Roads – No action taken

OTHER BUSINESS:

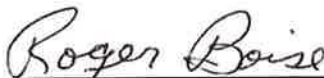
1. Pam Marsh has written up the Selectboard report to be included in the Town Report.
2. Cindy Hill – Received information from Cross Pollination with changes to their proposal. The information came in too late for Cindy and the Selectboard to act on.

MISC. CORRESPONDENCE:

Adjourn: 10:00pm
Respectfully submitted:
Pam Kingman
Approved:



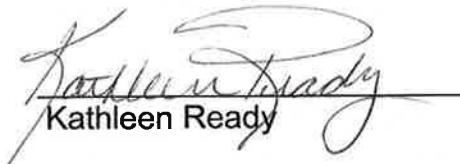
Chair, Pam Marsh



Vice Chair, Roger Boise



Kathy Barrett



Kathleen Ready