

Town of New Haven Selectboard Meeting
7:00pm
Town Offices
Tuesday, October 5, 2010

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

Visitors: Harvey Smith and Cris Messerle

AGENDA RESULTS:

VISITORS BUSINESS:

1. **Energy Coordinator, Harvey Smith: Energy Audit of the Town Garage and Fire Station** – Harvey Smith and Adam Lougee from ACRPC, put together an RFP for the building that will provide a model RFP for our consideration. Harvey tried to identify what he felt are the most essential things to be fixed such as the air exchanger and fireproofing the wall between the garage and fire station. These items to be fixed first are those which create health issues to the road crew and Fire Department. The Selectboard modified the RFP and approved the modified RFP in concept. Bids on the project will be due on November 4, 2010. The Selectboard will review them at their regular meeting on November 9, 2010. Discussion of the need for a Clerk of the works for the project, this position would pay \$15.00 per hour. Pam Kingman will ask Lowell Nottingham if he may be interested in the position. Harvey Smith will email the RFP to Pam Kingman who will edit it, return it to Mr. Smith, the Selectboard and to Adam Lougee before it is advertised.
2. **Energy Audit for the Town Hall** – Pam Marsh had a discussion with Superintendent, Evelyn Howard. They agreed that Beeman principal, Steve Flint along with a Schoolboard member should be involved with the Energy Committee on the audit for the Town Hall. Harvey Smith said grant money isn't readily available right now for improvements to the Town Hall, but he and other Energy Committee members are always looking.
3. **Village Green Planting** – This is on hold and will be revisited in the spring.

TOWN OFFICE BUSINESS:

1. Kathy Barrett made a motion to move into executive session at 8:45pm to discuss a personnel matter. This motion was withdrawn. Zoning Administrator, Cris Messerle said there was no need for executive session as he does not feel this is a personnel issue; and that it should be open to the public. Pam Marsh said the board wanted Mr. Messerle to have the opportunity to have an executive session, if he wished. She added there seems to be an ongoing issue with the DRB and Mr. Messerle. This issue

was raised at the last Selectboard meeting. Kathy Barrett brought forth the concern on behalf of the DRB that Mr. Messerle will not investigate any complaints for zoning violations unless he receives them in writing. She questioned the purpose of having zoning if the ZA won't investigate violations. Mr. Messerle said, "Good question." He acknowledged that he is mandated to bring forth violations when they are observed, and that he is aware of several violations at the present time on which no written complaint has been filed. The reason he is asking for written complaints is because the former ZBA and current DRB haven't backed him up. Cris Messerle has been the Zoning Administrator for 5 years; he has strived to make his decisions on the written regulations to be fair and consistent. Pam Marsh said Cris has done a good job and has the best qualifications for the job. She suggested it was a good time to have a group meeting with the Selectboard, Development Review Board and Planning Commission. He has decided to hand in his letter of resignation effective October 15, 2010. The Board accepted the letter of resignation with regret, and Cris has agreed to stay on tentatively until October 31, 2010. He is willing to stay on as needed, but doesn't want it to drag on. This will give the Planning Commission time to write up an advertisement, interview and bring a suggestion back the Selectboard. Cris Messerle felt confident that his new assistant, Jill DeVoe could handle things pretty well in the interim. She has caught on quickly and has handled some tough assignments. Kathleen Ready thought the DRB could use some education and guidelines; she said she learned a lot from this discussion. He has reflected on his decision, he is retired and has decided it is time to enjoy that. Cris Messerle said he was fortunate to work with three good Chairmen serving on the ZBA and DRB and PC and that he appreciates the support of this Selectboard.

2. **Building Maintenance** – Pam Kingman said Roger Boise has been willing to help out with repairs or fixing things at the town office, but that we feel like we are asking too much of him. She thought maybe Lowell Nottingham may be interested in the position as he is familiar with the building. Pam Marsh agreed, Pam Kingman will contact Mr. Nottingham. This item needs to be put on the agenda for next year.
3. **Green Up Vermont** – Coordinator Position: Kathleen Ready made a motion to appoint Suzy Roorda the New Haven Green Up Coordinator, seconded by Kathy Barrett. 4 yes / 0 no

TREASURER'S REPORT:

1. Barb Torian – taxes were due last Friday, there were a couple of people who had credits or had pre-paid 2010 taxes. Some of those credits were not applied to the tax bills. The names did not appear on the Tax Warrant, issued to the delinquent tax collector. In addition to the folks identified and included in the Pay Orders, there were two others that do not need to be paid back. Kathy Barrett made a motion to approve reimbursement of

- these overpayments, totaling \$232.61, seconded by Roger Boise. 4 yes / 0 no
2. Payroll Transfers – Kathy Barrett made a motion to approve payroll transfers for the week ending 9/27/10, in the amount of \$5,009.54, seconded by Kathleen Ready. 4 yes / 0 no
 3. Pay Orders – Kathleen Ready made a motion to approve pay orders for 10/5/10, in the amount of \$350,852.93, seconded by Roger Boise. 4 yes / 0 no
 4. Payroll – Kathleen Ready made a motion to approve payroll for the week ending 9/25/10, in the amount of \$3,079.48, seconded by Kathy Barrett. 4 yes / 0 no
 5. Payroll – Kathy Barrett made a motion to approve payroll for the week ending 10/2/10, in the amount of \$4,513.63, seconded by Kathleen Ready. 3 yes / 1 abstention

ROAD COMMISSIONERS REPORT:

1. **Roads Update: Cobble Road Update** – Still no response from Middlebury Town Manager, Bill Finger regarding Cobble Road. It was agreed upon last meeting if there was no response then the Selectboard would send a letter drafted by Katie Reilley. Discussion that our town attorney should be the one to write the letter to Bill Finger. Pam Kingman will forward all the information to town attorney, Cindy Hill asking her to combine the two letters and articulate that the Town of New Haven has been bearing the brunt of maintaining the road with a small amount of compensation from the state, and no help from Middlebury. It was agreed that the New Haven residents on Cobble Road would not be left with an unplowed road. It was suggested the State be notified that Cobble Road should be listed on Middlebury's roads, as well advising them to send the state aid for the road to the Town of Middlebury.
2. **Equipment Update** – Backhoe needs quite a bit of work, it is a 1983, parts are hard to find and it will be about \$2,500 to repair. This is the backhoe the Town purchased from Phil Busier for \$1.00. Roger Boise looked into renting one for a month: G. Stones Motors charges - \$3,600, and from Browns - \$2,300. To hire someone to do the ditch work that needs to be done will cost around \$2,500. The decision was made to rent a backhoe for a month.

TOWN BUSINESS:

1. **Town emergency situations** – As Emergency Management Coordinator, Pam Marsh requested she be called when the roads are closed or in the event of HAZMAT issue arises, she can then notify the local radio station and the State Emergency Management Division.
2. **Abbey Group** – The women working in the School Cafeteria had a brand new chaffing dish disappear. They have requested the locks be changed on the kitchen door and storage room door. After some discussion it was agreed to instead purchase the Abbey Group another pan.

- 3. **David Millson** – Had concerns about the Handicapped access to the Town Offices and Library. He felt there should be an automatic front door, better signage for handicapped parking and wider handicapped parking spaces. The concerns were duly noted.
- 4. **Street Lights Update** – Pam Kingman has contacted CVPS, they should have the information in about a week.

OLD BUSINESS:

- 1. Sleeper Deed Update – Waiting to hear from the appropriate people
- 2. Town/School maintenance agreement – Pam Marsh put the costs into a spread sheet. This is still a work in progress.
- 3. Ancient Roads – reminder
- 4. Palmer Deed – Cindy Hill is currently working on the Palmer Deed as well as an agreement with the New Haven Volunteer Fire Department and has promised to bring both to the October 26, 2010 meeting.

REGULAR BUSINESS:

- 1. Kathleen Ready made a motion to approve the minutes from 9/21/10, seconded by Roger Boise. 4 yes / 0 no

OTHER BUSINESS:

- 1. Pine tree that was planted out behind library. The Library Trustees and Librarian Deborah Lundbech would like it moved to a different location. No one is quite sure how the tree got planted there in the first place. At this point the tree will remain.

MISC. CORRESPONDENCE:

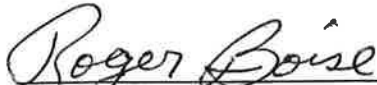
- 1. Delinquent tax amounts over the past 10 years
- 2. Jim Dumont & PSB Memorandum
- 3. Community Advisory Board Minutes from 9/9/10
- 4. Bristol Financial – Health Care information

Adjourn: 10:15pm
Respectfully submitted:
Pam Kingman

Approved:



Chair, Pam Marsh



Vice Chair, Roger Boise



Kathy Barrett



Kathleen Ready