

Town of New Haven Selectboard Meeting
7:00 pm
Town Offices
Tuesday, April 6, 2010

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

Visitors: Tim Bouton, Mike Dykstra, Dave Heisler, Jim Walsh, Alan Mayer, Dean
Gilmore and Mark Livingston

AGENDA RESULTS:

VISITORS BUSINESS:

1. **Jim Walsh- On behalf of the Planning Commission** would like to suggest Angela Dunbar, Pat Palmer and Bill Brooks, as appointees to the PC. Roger Boise made a motion to re-appoint Angela Dunbar, and to newly appoint Pat Palmer and Bill Brooks, each for a term of 3 years. Seconded by Kathleen Ready. 4 yes / 0 no
2. **New Haven Fire Chief, Alan Mayer – Fire Warden Appointment:** Dave Heisler is the current Fire Warden; his term ends June 2010. The Fire Dept. is asking the Board to have input on the upcoming appointment. The Selectboard makes the recommendation to the Vermont Agency of Natural Resources, Department of Forests, Parks & Recreation,(Dave Dillner). Mr. Dillner interviews the appointee then makes the official appointment through the State. (Fire Warden and Deputy Fire Warden are each 5 year terms.) The Fire Department will make any suggestions for appointment as Fire Warden to the Selectboard in a timely manner.
3. **Dave Heisler and Mike Dykstra –** Dave Heisler was appointed to fulfill the remainder of George Apgars term and Mike Dykstra had served as the Deputy Fire Warden. Mr. Heisler wanted to let the Selectboard know he has been deemed disabled. Pam Marsh asked how this would affect his duties as Fire Warden. Mr. Heisler said it won't and that he would like to be re-appointed. Pam Marsh said she thought it is a good idea to continue having a Deputy Fire Warden. Mike Dykstra is also interested in being re-appointed. Roger Boise said Dave Heisler has always done a really good job. Once the Selectboard receives the letter from the state about the appointment, it will be put on the agenda.

TOWN OFFICE BUSINESS:

1. Appointments:

- Addison Co. Solid Waste Dist. – Bill Barnard, Rep / Susan Smiley, Alternate – each 1 yr. terms
- Fence Viewers – Earl Bessette / Donald Hallock / George Crane – each 1 yr. terms
- Inspector Lumber, Shingles & Wood – Richard Higbee – 1 yr. term
- Planning Commission – re-appoint -Angela Dunbar, and newly appoint Pat Palmer / Bill Brooks – each 3 yr. terms
- Town Energy Coordinator – Harvey Smith – 1 yr. term
- Town Service Officer – Lynn Goldsmith – 1 yr. term
- Development Review Board – re-appoint Donna Blaise and Mike Sweeney – each 3 yr. terms

Kathleen Ready made a general motion to accept appointments as listed, the remainder to be discussed at a future meeting, seconded by Kathy Barrett. 4 yes / 0 no

Several names were suggested Pam Kingman will follow up with letters and applications for vacant appointed positions.

2 Zoning Administrator and The Assistant Zoning

Administrator job description: Pam Marsh got an email from Cris Messerle who thought the revised job description looked good. Some discussion about the job description(s) with DRB Chair, Tim Bouton. This position is not yet filled. Roger Boise made a motion to adopt the Zoning Administrator and Assistant Zoning Administrator job description(s), with corrections, seconded by Kathleen Ready. 4 yes / 0 no

- 3 E911 Software needs updating:** The program was given to the town by the state in 1996, and is becoming increasingly difficult to use because it is out dated. Denise Colombo our 911 Coordinator had called numerous towns to find out what they are doing to keep current; each one had a different answer. The Selectboard asked to have Denise Colombo write up a proposal for new E911 software and find out what the State E911 Board recommends.

TREASURER'S REPORT:

1. Pay Orders – Pam Marsh made a motion to accept the pay orders for the week ending 3/30/10 in the amount of \$5,336.36, seconded by Kathleen Ready. 4 yes / 0 no
2. Payroll – Pam Marsh made a motion to accept payroll for the week ending 3/27/10 in the amount of \$3,815.00, seconded by Kathy Barrett. 4 yes / 0 no

3. Payroll – Kathy Barrett made a motion to accept payroll for the week ending 4/3/10 in the amount of \$4,144.70, seconded by Kathleen Ready. 3 yes / 1 abstention
4. Pay Orders – Kathleen Ready made a motion to accept the pay orders in the amount of \$9,677.87, seconded by Kathy Barrett. 4 yes / 0 no
5. Letter from Board of Listers – Reappraisal Appointments: Linda Cyr was appointed to fill out the remainder of Julie Tillson’s term; during this time she has been making all the reappraisal appointments. Ms. Cyr chose not to run for the Lister position. The Listers would like to have Linda Cyr continue making these phone calls to set up the appointments for Bill Paine and Kermit Blaisdell for reappraisal appointments. Kathy Barrett made a **motion to hire Linda Cyr** to help the Listers for \$13.00 per hour, seconded by Roger Boise. 4 yes / 0 no
Kathy Barrett made a motion to pay **newly elected Lister**, Kevin Laro \$14.50 per hour, seconded by Roger Boise. 4 yes / 0 no
6. Barb Torian – Inquired about making the Events Coordinator a salaried position. Kathleen Ready said the position is allotted 9 hours weekly; when there is town sponsored event, it is 15 hours for 5 separate events as set forth in the job description. The sense of the Selectboard was that it should remain an hourly position. Ms. Ready said the hours are clearly defined in the Events Coordinator job description, and the Selectboard expects a clear accounting of hours.

NEW BUSINESS:

1. **Knox box Ordinance** – Roger Boise said he does not like that this ordinance is mandatory. Pam Marsh said it needs to be published to go out to the public to see what the response is. ** Please refer to March 23, 2010 minutes for more information.**
Kathleen Ready made a motion to approve the Knox box Ordinance, seconded by Kathy Barrett. 3 yes / 1 no
2. **State of Vermont, Department of Environmental Conservation** – This letter justifies the Town being exempt from needing a wastewater and drinking water permit from the construction of the new Town Offices / Library.
3. **Beeman Elementary School Summer program** – Requesting their yearly funds to help run their summer program a little early. Pam Marsh made a motion to accept the request, being processed in the next pay orders, seconded by Kathleen Ready. 4 yes / 0 no
4. **State of Vermont, Department of Forests, Parks and Recreation** – Requesting the Town notify them first when the decision has been made about New Haven’s ancient roads.
5. **VLCT** – Offering a seminar on Conducting Effective Lister Grievances & Property Tax Assessment Appeals
6. **AT&T** – Wireless Communications Facility Upgrading: These are cell towers located on the Smith farm on North St. The ZBA granted a variance, now it needs Selectboard approval / recommendation. DRB

Chair, Tim Bouton suggested the Selectboard wait until the DRB meets to discuss it. No action taken at this time; item will be on the April 20, 2010 agenda.

OTHER BUSINESS:

MISC. CORRESPONDENCE;

1. Vermont Public Service Board – New Haven Substation Post Construction Sound Monitoring Proposal
2. ACTR – Shelter for riders – Selectboard is not inclined to put money into a bus shelter until ridership increases.
3. Public Service Board – Public Hearing on Wednesday, April 21, 2010: Regarding the new line between Middlebury/New Haven & Webridge

Adjourn: 9:15 pm
Respectfully submitted:
Pam Kingman
Approved:

Pam Marsh, Chair

Kathy Barrett

Roger Boise

Kathleen Ready