

Town of New Haven Selectboard Meeting
6:30 pm Town Offices
Tuesday, April 1, 2008

Present: Keith Hall, Pam Marsh, Lowell Nottingham, Pat Paquette, Pam Kingman
Others: Victor Bolduc, Tim Bouton, Barb Torian, Cris Messerle, Steve Flint, Gerhard Meyer, Earl Bessette, Warren Whitcomb, Phil Busier, Katie Reilley, Robert Turner, Jeff Everest, Bev Landon, Betty Bell, Roger Boise, Suzy Roorda, Charles Pelsue, Wayne Marcelle, John Perkins, Jerry Smiley, Anne Gleason

AGENDA RESULTS:

6:30 – 7:00 pm: Test run of the generator that will power the Town Hall and the basic necessities in Beeman Elementary in the event of an emergency. There was a discussion on what needs to be powered in the Town Hall. Victor Bolduc of Bolduc Electric will be working on making the process of hooking up the generator more user friendly as well as bringing more power to the Town Hall.

Regular Meeting began at 7:00 pm.

VISITORS BUSINESS:

- 1. Beeman Elementary School Principal, Steve Flint and Anne Gleason from Mary Johnson Day Care Center; As presented by Steve Flint and Anne Gleason:** This is the After School Programs second year at Beeman. The Town Hall has been the best space to accommodate the Program. There are currently 15 -17 students per day with an increased interest from other parents and students. Last year there was some confusion about the Program. This year they are being proactive by bringing it before the Selectboard early to get permission to use the Town Hall again next year. Mr. Flint and Ms. Gleason would like to have blanket approval so they don't have to come back each year. There have been issues in the past with the bathrooms being left in disarray as well as the supply area. The Program took over too much space in the cafeteria, and this made it difficult for the kitchen staff during school hours. The Storage supplies were sometimes used by unsupervised kids during functions, but overall the Town was not bothered by the storage area. The Selectboard asked Steve Flint and Anne Gleason come back each year to discuss any issues that may come up, as well as provide the Town with a copy of Mary Johnson's Liability Insurance. Pam Marsh made a motion to allow Mary Johnson Day Care Center to use the Cafeteria, making a reasonable effort to clean up each day and not use any more space for storage, seconded by Lowell Nottingham. 4 yes / 0 no
- 2. Road Inventory Presentation given by Katie Reilley and Robert J. Turner:** Katie Reilley, the road crew assistant, talked about Rick Kehne from Addison County Regional Planning Commission, who was very instrumental in setting up this program. Unfortunately he could not attend tonight's meeting. Mrs. Reilley and Barb Torian had discussed doing a

road inventory a while back and that Katie Reilly could try contacting Rick Kehne at Addison County Regional Planning for some input. Regional Planning recently received a grant for creating a road inventory system in the amount of \$13,000, they then put it out to bid and Robert J. Turner, Co. won the bid. Having the inventory will be crucial for an outside audit as well as presenting the road budget. This information will allow the Town to know how much each road is valued at, and help get a handle on the road system. **Robert Turner** added the goal of the project is to create a model for other towns to follow. Initially Regional Planning created a culvert inventory so it was a natural progression to move into road inventory. The system will go into a database form; Mr. Turner will set the Town up in a pattern to get the information, program the computer and learn how to attach money to each project. This will allow more public input as there will be many decisions to be made along the way. Katie Reilley will supply the Selectboard with reports and Pat Paquette as the co - road commissioner can be more involved. **Robert Turner and Rick Kehne are holding a workshop on Capital Planning for Road Budgets and communication between the Selectboard and Road Foremen, on May 20, 2008. The Selectboard and Road Foreman are encouraged to attend.** Jerry Smiley asked if the traffic volume on the roads was going to be considered and will all this new information be made available. He also asked if the program looked at potholes. Phil Busier said the roads need a dry base in order to eliminate the potholes. Mr. Turner advised that the inventory gets put into the computer first then look at quality and quantity.

3. **Katie Reilley: Grant Application for Town Highway Class 2 Roadway Program** – Five grant applications have been submitted to the Vermont Agency of Transportation for the following roads: River Rd., Hallock Rd., north end of North St., Munger St. and south end of North St. Pat Paquette asked if the State dictates the amount of the base coat or top coat the Town is allowed to put down. Katie Reilley explained that you have a little wiggle room, for example on Munger St. when culverts were replaced Pike Industries advises waiting a year to allow them to settle and shift before adding the top coat. Jerry Smiley asked how many miles of River Rd. are actually going to be paved. Katie Reilley said it will be 2.2 miles included in the grant application, starting at the intersection of Munger St. working south. If the grants are approved, we are expected to do the work as applied for.
4. **Sample Windows for the Town Hall Gym:** Charlie Pelsue from Brownell Windows and Doors (Marcelle Brunet from Clover State Windows was present, but left before this item was discussed.) Mr. Pelsue presented Brownell's sample of Marvin Windows, the entire product is made from fiberglass. The design that was discussed is two awning windows (which crank out) on top and bottom with a solid window in the center. This would make the windows more user friendly and the screens would be on the inside, reducing damage. The cages protecting the windows from the inside of the gym would remain. Marvin windows meet energy star

- requirements, making them eligible for credits, which the Town could apply for. A concern was raised that if the windows are cranked out (open) in the winter, snow and ice coming off the roof might damage them. Mr. Pelsue said stops can be put on each crank to prevent the windows from being used in the winter months. Keith Hall made a motion to put the project out to bid, seconded by Pat Paquette. 4 yes / 0 no
5. **Wayne Marcelle: A) Strip gym floor and repaint lines** – It has been several years since the gym floor has been stripped. Mr. Marcelle said the wax needs to be taken off and new lines painted on, then resealed. It is a time consuming process; possibly two weeks the gym will need to be closed to the public. Mr. Marcelle will keep in contact with Suzy Roorda, who schedules functions in the gym. Barb Torian asked if the floor burnisher was getting used on a regular basis. Wayne Marcelle said he has only used it about 3 times, because he is not happy with the liquid cleaner he purchased to use with the burnisher. Earl Bessette mentioned the gym floor cannot be sanded again because it is down to the tongue and groove. **B) Dog Ordinance:** Mr. Marcelle would like to put up more signs to curb your dog, including one at Beeman. The signs are currently unenforceable until the signage gets added into the Ordinance. Signs can still be put up then write up a draft Ordinance, and warn it.
6. **Cris Messerle: Zoning Fee Changes** – Handed out copies of the Resolution forming the Development Review Board and a new Zoning Fee Schedule. Subdivision base fee will remain the same, with an additional \$100 per lot. The additional fee will bring New Haven in line with what other Towns are charging. **Recording Fees:** Roughly 5 years ago it was decided that the recording fees would be included in the zoning application fees. The cost of recording documents is \$8 per page. This is regulated by the State. With the rising costs of mailings and putting notices in the newspaper, Mr. Messerle estimated it costs the Town close to \$1,000 to notify the public regarding subdivision applications. He suggested making the cost of the recording fee over and above the application fee. Pam Marsh made a motion to have recording fees be charged in addition to the zoning fees, seconded by Lowell Nottingham. 4 yes / no

NEW BUSINESS:

1. **Letter from Ouimette & Runcie RE: Rodney Boise** – Cris Messerle explained the letter. In 2005, Mr. Boise filed a building permit to build a garage for his rental property on Rt. 17. Once the garage was built it was in violation of the setbacks, being a full 18' over. In doing so brought it too close to the road and it was not how it was depicted on the application. Keith Hall was the Zoning Administrator at that time and issued a violation, which was upheld by the ZBA. Then it went before the Selectboard (See Ouimette Letter of Agreement). Time went by and nothing happened. It was then turned over to the Town's Attorney, Jim Ouimette, who sent Mr. Boise a letter of action. Mr. Boise then removed half of the garage. At the

time the Selectboard decided to take action it was agreed as part of the deal there would be no more violation fees, considering the State says the Town could charge up to \$100 per day. These are the fees the Town agreed to waive. Mr. Boises' attorney then asked for the violations to be removed and asked for a Certificate of Compliance, for which there is a \$50 fee. Mr. Boise complained to Burt Allen that there was a fee being charged. Mr. Allen called Jim Ouimette and this is what prompted the letter. The Town never fined Mr. Boise and Cris Messerle did issue a statement that there is no zoning violation on Mr. Boise's property. not write a violation notice. Mr. Boises' attorney requested a Certificate of Compliance, and still insisted that the fee be waived for the Certificate of Compliance. Mr. Messerle did waive the fee for a new building permit for Mr. Boise, but not the fee for the Certificate of Compliance. No action was requested of the Selectboard on this matter.

1. **Letter from Sandy Kemp: Riverside Cemetery proposed bid and Cemetery Plot** – Sandy Kemp has been mowing the Cemetery for many years and has always done a nice job. Mr. Kemps proposed bid to mow the Cemetery, including the outside perimeter is \$2200. He proposes to have \$400 deducted from this pay to be put towards the purchase of one Cemetery plot. Pat Paquette made a motion to accept the proposed mowing bid for 2008 and grant Mr. Kemps request for the Town to deduct \$400 from his bid amount and put it towards the purchase of one plot, seconded by Pam Marsh. 4 yes / 0 no
2. **Resignation Letter from Susie Leonard: Sidewalk Project Manager** – Lowell Nottingham made a motion to accept the letter of resignation, seconded by Pat Paquette. 4 yes / 0 no
3. **Petition to Re-consider the road budget:** Petition was received in the Town Office on April 1, 2008 – See Attached. Keith Hall said the petition has been faxed to VLCT, The Secretary of State and the Towns attorney for legal counsel. No action taken.
4. **Set Date for Selectboard Public Hearing in May RE: Dupoise Petition to change zoning along Route 7. The Selectboard will hold the Public Hearing on Wednesday, May 7, 2008 at 7 pm in the Town Hall Cafeteria.** [The date was originally set at the meeting for May 6 at the beginning of the regular Selectboard meeting. However, it was not possible to get 30 days' notice published with that date.]
5. **Insurance Claim from VLCT:** On February 22, 2008 a car collided with one of the Towns plow trucks on the "Old Nash Farm" Bridge. As a result of the investigation, the claim was settled on behalf of the Town. The total amount of the claim is \$5022.86. The Towns deductible is \$500, which is the amount the Town owes VLCT from this claim. Pat Paquette made a motion to pay the deductible, seconded by Keith Hall. 4 yes / 0 no
6. **Betty Bell RE: Bid for Mowing the King House Lawn** – Mrs. Bell has been mowing the lawn for several years and would like to continue at the same price of \$27.50 per hour. Lowell Nottingham made a motion to have

Betty Bell continue mowing the King House Lawn, seconded by Pam Marsh. 4 yes / 0 no

7. **Betty Bell RE: Finish Scraping and Painting the Riverside Cemetery Fence** for \$12.00 per hour. The Town is to furnish the paint. Pam Marsh made a motion to have Betty Bell finish the Riverside Cemetery Fence, seconded by Pat Paquette. 4 yes / 0 no

REGULAR BUSINESS:

1. Appointments:

Keith Hall made a motion to **appoint / re-appoint** the following people, seconded by Pam Marsh. 4 yes / 0 no

Addison Co. Solid Waste Dist. – Bill Barnard / Susan Smiley

Agent to Defend & Prosecute Suits – James Ouimette

Civil Defense & Emergency Management – to be appointed

Constable – Wayne Marcelle

Conservation Commission – to be appointed

Dog Warden – Wayne Marcelle

Health Officer – Stephen Dupoise

911 Coordinator – Denise Many

Regional Planning Delegates – Harvey Smith / Milo Schaefer

Regional Planning Alternates – Suzy Roorda / George Apgar

Town Energy Coordinator – Taborri Bruhl

Town Service Officer – Lynn Goldsmith

2. **Resignation Letter from Burt Allen:** Keith Hall read the letter. Pam Marsh made a motion to accept the letter of Resignation, seconded by Lowell Nottingham. 4 yes / 0 no
The vacancy must be posted in two public places within 10 days of receiving the letter. Any interested parties may submit a letter of interest to the Selectboard Clerk by 3 pm on Tuesday, April 15, 2008. Earl Bessette added he hopes the Selectboard takes into consideration that the new member has knowledge of trucks and equipment, plus to help Pat Paquette with the road crew. He added the Road Commissioner should be a paid position. There was some discussion on reimbursement for time and mileage for Co – Road Commissioners. No action taken.
3. **Selectboard Institute, Saturday, April 26, 2008 in Montpelier:** Pam Marsh interested in attending. Keith Hall will let Pam Kingman know if he will attend.
4. **Sign Overweight Permits**
5. **Approve Minutes from March 18, 2008:** Keith Hall made a motion to approve minutes, seconded by Lowell Nottingham. 4 yes / 0 no

TREASURER'S REPORT:

1. Payroll
2. Pay bills

Keith Hall made a motion to accept the Treasurer's Report, seconded by Pam Marsh. 4 yes / 0 no

Treasurer, Barb Torian -said she purchased the new printer to print checks. The cost was \$104.98 she would like to take the money out of the equipment fund instead of the computer fund. Pam Marsh made a motion to have the money for the printer taken out of the equipment fund, seconded by Pat Paquette. 4 yes / 0 no

Barb Torian - asked what to do with the old printer. She could donate it to ACCAG and it wouldn't cost the Town anything. Keith Hall said that would be a good idea.

Barb Torian - asked what to do about overtime with non-salaried members of the road crew. Pat Paquette said he spoke with Phil Busier about this. They discussed it was ok to work over in the event of an emergency, or a couple of hours here and there; but otherwise should be a straight 40 hr. work week. From now on any overtime will be approved by Pat Paquette.

MISC. CORRESPONDENCE:

1. Counseling Service of Addison Co., Inc. RE: Thank you for funds voted on at Town Meeting.
2. State of Vermont Division for Historic Preservation: The Bottum Farm officially registered on the National Register on 3/7/08.
3. The Vermont Fire Protection Task Force: 2008 Dry Hydrant Grant Program – Copy forwarded to Dave Heisler, Assistant Fire Chief, New Haven Volunteer Fire Dept.
4. Letter form Nina Bacon RE: King House Bid Process

Pam Marsh – Spoke with George Elwood from the Sheriffs Dept. last week. The Sheriffs Dept. is willing to patrol any areas the Town designates. Mr. Elwood is willing to meet with the Selectboard.

Pat Paquette – The State Highway Dept. needs to move the yield sign at the end of Town Hill Rd. It is in the wrong location and may cause an accident. He will contact the State Highway Dept. here in New Haven.

OLD BUSINESS:

Adjourn: 9:10 pm
Respectfully Submitted:
Pam Kingman
Approved:

Keith Hall, Chair

Pam Marsh

Pat Paquette

Lowell Nottingham

