

Town of New Haven Selectboard Meeting

7:00 pm

Tuesday, June 3, 2014

Town Offices

Present: Chair, Kathy Barrett, Vice Chair, Roger Boise, Carole Hall, Charlie Roy, Doug Tolles, Treasurer, Barb Torian and Clerk, Pam Kingman

Visitors: Brandon Streicher and Robert Clark from Phelps Engineering and Troy Paradee from Mt. Abe Facilities

AGENDA RESULTS:

VISITORS BUSINESS:

1. **Brandon Streicher and Robert Clark from Phelps Engineering** are here to discuss the Plank Road culvert replacement project; Robert Clark will be the Project Manager for this project. Phelps received quotes on the concrete culverts ranging from \$61,000 to \$108,000. The two most competitive bidders are Camp Precast at \$61,569.00 and CSI Concrete Systems at \$62,235.00; it is up to the Selectboard to choose the contractor. Scheduling may be tight with both of these companies, Camp Precast can have the culvert by mid September; CSI concrete can have one by mid August. Considering the time frame, Roger Boise is concerned about the project interfering with the school bus route; the buses may have to use alternate routes until the project has been completed. Kathy Barrett added it will also interfere with farmers cutting crops.

Brandon said the Agency of Natural Resources is currently looking to see what permits are needed for the project. If there are wetlands involved, the permitting process will take longer. Phelps Engineering is hoping ANR will grant them an administrative permit for the project, to move it along faster. Robert Clark said this project should move quickly once it gets the permits. The new culvert can be installed alongside the failing one, then removal of the old one; there is not much moving water in this area.

Roger Boise made a motion to authorize Phelps Engineering to negotiate with Camp Precast and CSI Concrete to build a culvert for Plank Road; amount not to exceed \$62,235.00, and to find most favorable delivery schedule. Motion seconded by Charlie Roy. 5 yes / 0 no

Carole Hall made motion to authorize Roger Boise to sign on behalf of the Selectboard for whichever company Phelps Engineering suggests for the project. 5 yes / 0 no

Brandon Streicher said Phelps Engineering is communicating with VT Gas and their planned pipeline construction starting this summer.

2. **Troy Paradee – Mt. Abe Facilities Committee member** was here last fall. This committee is in the process of researching a bond vote for November 2014. He said the Committee has done a lot of research and has acquired the help of Dore & Whittier to do a comprehensive need Dore & Whittier has also put out a survey for the whole community to fill out. Troy said there is a ton of information on the website: MtAbeBondProject.weebly.com or you can email them at Mt.AbeBondProject@gmail.com.

Troy has come back to keep the Selectboard informed of where they are in getting the project moving forward, so if townspeople ask, the Board will be informed.

Troy said there is no actual plan on what they will ask the voters to vote on as yet, but do have a ball park figure of \$8 - \$11 million, and that is basically getting the building up to code and provide a workspace that will accommodate education in the 21st century.

There have been several forums with good turnout and feedback with plans for a few more. They don't want any surprises from the community. The plan is to remodel the old school making small tight classrooms larger and multi-use spaces. Troy said there is a huge push from some community members for a new gym for the middle school, but that would take a lot of money. Kathy Barrett gave Troy a copy of our town newsletter and suggested he write an article for the next issue to inform voters of the possibility of the bond vote in November.

TOWN OFFICE BUSINESS:

1. Carole Hall made a motion to sign the Dog Warrant, seconded by Doug Tolles. 5 yes / 0 no

TREASURER'S REPORT:

1. Roger Boise made a motion to approve payroll in the amount of \$3,851.21, for the week ending 5/24/14, seconded by Doug Tolles. 5 yes / 0 no
2. Charlie Roy made a motion to approve payroll in the amount of \$4,497.11, for the week ending 5/31/14, seconded by Carole Hall. 4 yes / 1 abstention (Boise)
3. Doug Tolles made a motion to approve the pay orders in the amount of \$29,739.34, for the week ending 6/3/14, seconded by Carole Hall. 5 yes / 0 no
4. Carole Hall made a motion to sign off on the April Financial Statements, seconded by Charlie Roy. 5 yes / 0 no
5. Kathy Barrett asked Treasurer, Barb Torian to contact Shawn Oxford from Bristol Financial about available grant money to help cover the \$20.00 per month per employee broker expense for Health Insurance.
6. Computers –Mike Forte just installed the newest office computer for Highway staff member, Katie Reilley. Since then Katie has had some issues with getting

her email. Mike Forte has been back in to troubleshoot and has found problems caused by the transition from Windows XP to Windows 7. Mike has suggested we change our email to a host that is offsite. We currently use gmavt, but are not sure it is backing up every night. (we will call gmavt to find out)

Mike also suggested we invest in some external hard drives that could be swapped out once a week. The server is backed up to icloud and a company off site; the hard drives would serve as additional back up.

We also discovered that Jill's computer was not updated to Windows 7 like we thought it was. The cost for updating her computer versus purchasing new one is very close. We are finding with 7 computers in the office, we may need to start budgeting for 2 computers a year, instead of one.

Roger Boise made a motion to purchase a new computer from Mike Forte, including installation of Windows 7, and connect it to the server. Funds to come from the equipment fund, amount not to exceed \$734.22. Motion seconded by Charlie Roy. 5 yes / 0 no

ROAD COMMISSIONER'S REPORT:

1. **Road Update:** Road crew has been doing a lot of chipping. They have also done some ditching along Pearson Road, and straightened out the guard rails. They will be doing some ditch work on South St. soon.

Katie Reilley has put an ad in the local paper for the sale of the chipper, but the ad appeared under notices instead of "for sale". She will run the ad again, and ask to have it put in the proper column.

2. **Equipment Update:** Had to purchase a new chainsaw.
3. Roger concerned about VT Gas disrupting Plank Road, which was scheduled to be shimmed and top-coated this summer. He will have Katie talk with Cindy Hill to make certain that the money budgeted for work on Plank Road can be used to shim and repave another section of road in town. Doug Tolles suggested the road crew take before and after photos of the roads VT Gas will be using, so that they will be restored to their original or better quality.

OLD BUSINESS:

1. **Beeman / Town Hall Lease agreement** – Kathy Barrett edited the one from 2005. The changes she made she forwarded to town attorney Cindy Hill. Cindy suggested a couple of edits, but gave it the ok. Pam Kingman will type up a cover letter to the Beeman School Board and mail it with the updated lease agreement.
2. **Town Hall summer plan** – Pam Kingman started the dehumidifier running in the old town office, it has been running for a week and she has emptied it 4 times, each time was full. Marie Bolduc who works in the school cafeteria said it is already starting to smell musty in there; she has been opening windows on dry

days. We need to make sure the exhaust fans in the kitchen stay running all summer. The Board discussed installing an exhaust fan in one of the cafeteria windows. Pam Kingman will contact handyman Harold Tricou to have him look into it.

Pam took the tile samples back to Countryside Carpet and asked for an updated quote to put tile in the entryway of the Town Hall. This is a project that had to be deferred last summer with the discovery of the mold problem.

3. **Ancient Roads** – The State of Vermont has recently sent out reminders of mapping all Class 1,2, 3 and 4 Town Highways and Legal Trails. Bev Landon had done extensive research for the Selectboard on Ancient Roads and she is now working with the Conservation Commission on them. The Selectboard discussed the process of discontinuing the roads. Pam Kingman will forward the recent information from the State to the Conservation Commission.

Kathy Barrett had an email from Dean Percival stating that they have been awarded a \$600 grant from the Association of Vermont Conservation Commissions.

REGULAR BUSINESS:

- 1. Charlie Roy made a motion to approve the minutes from 5/20/14, seconded by Roger Boise. 4 yes / 1 abstention (Hall)

Adjourn: 9:00pm

Respectfully submitted:

Pam Kingman

Approved:

Kathleen Barrett
Chair, Kathy Barrett

Roger Boise
Vice Chair, Roger Boise

Carole Hall
Carole Hall

Charlie Roy

Doug Tolles
Doug Tolles