

Town of New Haven Selectboard Meeting
7:30 pm
Tuesday, March 22, 2016
Town Offices

Present: Chair, Kathy Barrett, Vice Chair, Steve Dupoise (via Skype), John Roleau, Doug Tolles, Jim Walsh (via phone) Treasurer, Barb Torian and Clerk, Pam Kingman

Visitors: Road Foreman, Jeff Terry, Ned Farquhar, Chris LaForce, Dave Walker, Tom Telling, Dan Monger, Erin Baslow, Bill Baslow, Eugene Allen, Jim Dandaneau, Annette Adams, Amanda Shepard, Alan Mayer, Bridget Kipp, Dan Morse, Dean Gilmore, Mark Livingston, Polly Darnell, Herb Singleton, Carole Hall, Dick Saudek and Cindy Hill

Adjustments to the Agenda: **Attorney Richard Saudek, Carole Hall, Herb Singleton and Cindy Hill / Road Commissioner Appointment / Homeward Bound contract

AGENDA RESULTS:

TOWN OFFICE BUSINESS:

1. Town Hall Application from VT Gas – This was previously approved at the last Selectboard meeting.
2. **Tom Telling from Telling & Associates** – Mr. Telling and his crew preformed the outside audit again this year. Tom handed out copies of the 2015 Financial Report, and went through it with the Selectboard. He was happy to report the financial statements reflect the towns Annual Report. The Board went over the balance sheet and Tom explained the accounting policies. Telling & Associates identified two weaknesses: 1) segregation of duties, which is not uncommon in a small town, because there is usually one person primarily responsible for all accounting functions. 2) Improve internal controls within the highway fund. Things have changed without having an active Road Commissioner, there now needs to be active oversight of time cards and purchases by the road crew. Tom had no difficulties performing the audit; this shows the Selectboard they did not find a problem. Doug Tolles asked if Tom is actively involved in the actual audit. The answer was yes. Doug also asked how involved the auditor assistants were during the audit. Tom said they were helpful with gathering information that Telling requested. Discussed the process of the audit. Auditor, Polly Darnell said she was directly involved. For pay orders she did a minimum of 3 samples and followed the entire paper trail for 3 months. She also followed one paycheck for one year for every employee. Doug said he saw a few discrepancies in the in the gross amounts on paychecks. Tom said it is from a prior year, so it's not

generated during that year. Tom will look into it. Jim Walsh asked if the audit looked into fraud. Tom said if there was any indication of fraud, they would have alerted the Selectboard. Discussed what other towns have done for fraud. The Board thanked Tom for coming; they will look over the Financial Report and approve it at their next meeting.

3. VT Gas Representatives, Ned Farquhar, Chris LaForce and Dave Walker:

Ned introduced Dave Walker as the Right of Way administrator; his phone number is 802 – 951 – 0368. Ned said construction will begin this summer; they are in the process of contacting land owners. Chris LaForce handed out a map showing exactly where the transmission line (which will run along the VELCO corridor) from the Monkton line to River Road. Then up River Road, cross Route 7 to Belden Falls Road and run south along Route 7 to Middlebury. The distribution line will run in two directions from the substation on Plank Road. One line will head to Vergennes and the other will come up North St. Tree and brush clearing will begin in New Haven within the 2-3 weeks to prepare the R.O.W. This will begin in the north and move south, after that they will probe certain areas to detect ledge and rocks which may require some low impact blasting. Blasting will be done by local contractor Maine Drilling and Blasting. Actual installation won't happen in New Haven until mid to late summer. The actual pipe will be buried 4' from the surface, in some places such as wetlands it will have to go 5' deep; and other areas may be as shallow as 3'. Steve Dupoise asked if VT Green Line had contacted them about moving the line from the east side of the VELCO corridor to the west. Ned Farquhar said he will look into it and get back to Steve. Jim Walsh asked when VT Gas will video record the town roads prior to construction. Ned said he will look into it. Jim was also concerned about peoples well who may be directly affected by the low impact blasting; this will be homes within 600 feet of the blast site. Ned Farquhar said they are offering those people water testing kits to use before and after blasting. Dave Walker, R.O.W. Admin., said he is actively working with landowners, to keep them apprised of the construction process. Doug Tolles asked Ned if they still planned to use the Smith property on Lime Kiln Rd. as a staging area. Ned said they are not sure yet, he will talk to the project manager. Road Foreman, Jeff Terry asked if they will be inspecting culverts and bridges that may be affected. Ned said he would look into it, and get back to the Selectboard. Ned Farquhar said he will have Kathy McCann send Pam Kingman regular emails to forward to the Selectboard to keep the town informed.

**** VT Gas will be holding an informational meeting on Wednesday, April 6 in the New Haven Town Hall from 6 – 7 pm.****

ROAD FOREMAN'S REPORT:

1. **Road Update:** Jeff said there has been an ongoing an issue with the twin culverts on Quaker Village Road; they are eroding from the inside. Highway support staffer, Katie Reilley suggested a water study be done on this prior to any work being done, Jeff does not agree. Katie is working on who to contact to work within the waterway and what kind of materials can be used. Jeff would like to keep the same culverts and build a concrete wall. He would like to come in from the sides and build a ramp to the bottom. He added both sides of the road need erosion stone in that area.

2. **Equipment Update:** Purchased 2; 24 volt new batteries for the grader, for approximately \$238.

Kathy Barrett asked Jeff what he was doing about new tires for the truck. Jeff said he is in the process of trying to work a trade with either Pete's Tire Barn or Rouse Tire; trading a set of 4 used biased quarry tires for the loader tires for the trucks. Jeff estimates these tires are worth \$400 - \$600. John Roleau asked why Jeff was waiting to purchase tires for the trucks, this is a safety matter. Jeff said he did not budget for tires, because he had planned on bartering. Jeff said the tire wear is at about 50% on the old truck. Kathy Barrett asked Jeff why his email sounded so urgent about the tires needing to be replaced; she does not want to be jerked around. John Roleau suggested getting the tires right off. Treasurer, Barb Torian said the money for tires can come out of repairs.

3. **North / South Highway** – Doug Tolles, Jeff Terry and John Roleau walked the road. John said the road does need some work, but doesn't think the road crew should be taken off their regular work to do it. He suggested putting together a volunteer crew to do the work. He said there is a large beaver dam up there, and it's very wet. Steve Dupoise said he would like to walk it when he returns from Florida, hopefully it'll be drier. Doug Tolles would like to make the road passable, using tailings / marbles. Get it done cheaply, and move on.

4. **Highway Grants** – Jeff Terry said he drove around today with Dick Hoskins from VTRANS, District 5. They looked at Hallock Road, Hoskins said we would probably get the grant for Hallock, but we would not receive any road grants for the next 3 years. Jeff is concerned that now Dog Team Road would not get done in the next few years, but feels for now, Hallock Road really needs to be done. Waltham has plans to re-pave their portion of Hallock this year too. Jeff said parts of Dog Team Road are class 2 (from Rt 7 to the bridge), the rest is class 3. Dog Team used to be part of Route 7, so the class 2 portion would not qualify for any grants. Plus the road has rebar and concrete in it, so it cannot be ground up. Dick Hoskins suggested putting shim and overlay on Dog Team; thinking it would last about 5 years. Steve Dupoise asked about the culverts that need replacing on Dog Team Rd. Jeff agreed, there are 4 culverts that need replacing. Jeff has

been purchasing culverts in preparation for Dog Team. Kathy Barrett questioned why Jeff would buy culverts that won't be used for 2-3 years, but isn't purchasing tires for the trucks. Jeff said he has set money aside to purchase tires. Discussed what is included in the grant, and exactly how much the town portion would be. John Roleau made a motion to apply for the town highway grant for Hallock Rd. and Quaker Village Rd. in the amount of \$255,470 which is the maximum amount of grant money. Motion seconded by Doug Tolles. Vote taken by roll call 5 yes / 0 no

5. Jeff Terry asked what he should do about Quaker Village Rd. Kathy Barrett said that is why you get an engineer to do the study, because they deal with the Agency of Natural Resources, and advises the town of permits needed.

VISITORS BUSINESS:

1. **Attorney, Richard Saudek and Appointee for Anbaric, Carole Hall** attended the Middlebury Selectboard meeting this evening to listen to the presentation by Joe Rossignoli from National Grid, prime investor for Anbaric (VT Green Line). Richard said it was the same presentation they did in New Haven. They are considering a site in Middlebury off of Exchange Street; it is a 20 acre parcel in the industrial district. The parcel is owned by Middlebury College, and there is no substation in the vicinity. Richard said Rossignoli was asked how they would get power to the industrial park with no substation, Rossignoli's answer was, "There are ways to do it. Richard said if Anbaric was to move the project to Middlebury, it would add an additional \$45 million dollars to the project, because they would have to put the A/C line underground. They also discussed upping the cable to 800 MW if they go to Middlebury. If they do that then the VELCO power lines must be upgraded as well. Richard said the Middlebury Selectboard made a motion to look into the proposal, the motion passed unanimously. But Richard got the feeling not all the members were on board. A Middlebury developer is the one pursuing Anbaric, they inquired about putting in a heat exchanger, and also what kind of local electricity could they get out of it. Richard said overall, he was pretty annoyed by the whole thing. New Haven has not been dragging its feet; we are well into the discussions and negotiations with Anbaric. Richard said he had a bad feeling about it, Carole Hall agreed. She said some of the Middlebury Selectboard members felt they were stepping on New Havens toes. Carole said there was no talk of money at this meeting like there was in New Haven. She and Richard agreed, Rossignoli was making all kinds of promises. The Selectboard thanked Richard and Carole for attending the meeting.
2. **Sound Expert, Herb Singleton from Cross-Spectrum Acoustics, Inc.** – Mr. Singleton was hired by the Town of New Haven to look into acoustics / noise in the area where the proposed Anbaric project would be located and surrounding

area. Cross – Spectrum placed 6 microphones around the area for a period of 14 days. Each microphone has a 3.5 “ round foam ball. This is what is recommended for this area of study. Mr. Singleton handed out an Acoustic / Noise Assessment Review. He went through the Assessment. He discussed sound and the pressure variations in our ears; as well as the level of sounds we are sensitive to. Annette Smith asked if they would be testing vibration along with sound. Herb said no, they are looking at just ambient noise, and he did not feel vibration would be a factor with this project. Cindy Hill agreed with Singleton, as this is not a mechanical project, its electrical. So it is doubtful there will be any vibration issues. Jim Walsh asked what the VELCO substation is putting out now for noise. Singleton said there is a microphone near the substation, if they find there is a lot of variation, and then they will have to look into it. If the converter station ends up dumping more noise into the VELCO substation, then Anbaric will have to be accountable. Richard Saudek said that should be part of the MOU. He added the Public Service Board will visit the project after it is built. Richard also had a photo handout of where the converter station may be moved to. One depiction has it closer to the substation, and the other has it moves a little farther west. These are just ideas at this stage. Doug Tolles said he would like to discuss Anbaric further in executive session, he would like some updates as to what has happened over the last 2 weeks.

NEW BUSINESS:

- 1. Road Commissioner Application:** Selectboard member, John Roleau submitted a job application for the Road Commissioner position earlier this week. Doug Tolles asked John if he had read the job description, John has. John has had his own successful business for 10 years; he has experience with managing people as well as mechanical experience. He added Jim Walsh had reached out to Dan Morse, who retired from the State after working there for 30 years. Dan did not feel he could do the job as Road Commissioner right now, but he is more than happy to be a mentor to John. Dan is willing to volunteer his time. Dan and John have known each other for many years, and feel between the two of them, they can help manage the road crew. John has his CDL license, which is a plus. Steve Dupoise said it would be foolish not take Dan up on his offer. Road Foreman, Jeff Terry said on behalf of the Road Crew they like the idea. If they have an emergency, John is capable of doing the job. Appointing John will take the stress off of him as Road Foreman, and he can get more work done with the crew. Jim Walsh asked what the structure will look like. Doug Tolles wanted to know who Katie Reilley would report to. John said he can't walk into the Town Office and demand she report to him. She's been doing this for quite some time. John would rather approach it as working together. Doug said Katie has refused

to come to Selectboard meetings when he asked her to; he is still trying to figure out who Katie reports to. Barb Torian said she works for the Selectboard. Kathy Barrett suggested John and Katie work together to write a job description for Katie's job.

Kathy Barrett made a motion to hire John Roleau as the Road Commissioner for \$20.00 per hour for an average of 6 hours per week and to have Dan Morse volunteer to mentor John as needed. This is a 1 year term. Motion seconded by Steve Dupoise. Vote taken by roll call 4 yes / 1 abstention (Roleau)

2. **Town Hall water heater and School Dishwasher** – The elements and thermostat have been replaced in the hot water heater. Licensed plumber, Mark Livingston has been checking the water temp in the sinks and inside the dishwasher; he is concerned that the dishwasher does not get hot enough. He said, the hot water heater has been turned up so high, that the water in the hand and pot sink is too hot. He is afraid of someone getting scalded in the sinks. He has spoken with the plumbing inspector, who advised him that because it's a school; the Dept. of Health has the last word on how hot the dishwasher functions. Mark spoke to Sherry at the Dept. of Health, she said the dishwasher should run at 120 degrees along with the sanitizer, but it is not enough to remove grease and maple syrup. Which is what the Volunteer Fire Dept. needs to clean the dishes during their pancake breakfasts. Sherry told Mark she will be coming down to New Haven for an inspection in about 2 weeks, so she will look into it. Mark also spoke with the technical support at Reinhart, which is where the dishwasher was purchased from. Reinhart said the minimum temp in the dishwasher should be 140 degrees to do what the Fire Dept. needs, but the school food service does not need it that hot. Mark is concerned that the dishwasher still isn't hot enough to clean for the school; he doesn't want kids, teachers or anybody getting sick. Mark asked the Selectboard to write him a letter releasing him from liability since he has brought it to the attention of the Selectboard. Kathy Barrett said the Selectboard will write a letter for him.
3. John Roleau made a motion to approve the contract with Homeward Bound in Middlebury a/k/a/ Addison County Humane Society, Choosing Option 2, for a flat rate of \$550 Motion seconded by Steve Dupoise. Vote taken by roll call 5 yes / 0 no

TREASURER'S REPORT:

1. John Roleau made a motion to approve payroll for the week ending 3/19/16, in the amount of \$3,788.23, seconded by Steve Dupoise. Vote taken by roll call 5 yes / 0 no
2. Doug Tolles made a motion to approve the pay orders for the week ending 3/21/16, in the amount of \$23,663.35, seconded by John Roleau. This included mileage for Jim Walsh to testify in Montpelier. Vote taken by roll call 4 yes / 1 abstention (Walsh)
3. Doug Tolles made a motion to approve the pay order in the amount of \$295 to the Vermont Supreme Court, for Cindy Hill to take to Montpelier, seconded by John Roleau. Vote take by roll call 5 yes / 0 no
4. Jim Walsh made a motion to approve the General Fund and Road Fund Financials from January and February 2016. Motion seconded by Kathy Barrett Vote take by roll call 4 yes / 1 abstention (Roleau)
5. Kathy Barrett made a motion to approve the General Fund and Road Fund Financials from December 2015, seconded by Steve Dupoise. Vote taken by roll call. 2 yes / 1 no (Tolles) / 2 abstentions (Roleau / Walsh)

REGULAR BUSINESS:

1. Steve Duoise made a motion to approve the minutes from 2/16/16, seconded by Doug Tolles. Vote taken by roll call 4 yes / 1 abstention (Roleau)
2. Doug Tolles made a motion to approve the minutes from 2/23/16, seconded by Steve Dupoise. Vote taken by roll call 5 yes / 1 abstention (Roleau)
3. Steve Dupoise made a motion to approve the minutes from 3/8/16, seconded by John Roleau. Vote taken by roll call 5 yes / 0 no
4. John Roleau made a motion to approve the minutes from 3/15/16, seconded by Steve Dupoise. Vote taken by roll call 4 yes / 1 abstention (Tolles)
5. Treasurer, Barb Torian said she will be bringing a tax anticipation notice to the April 5, 2016 meeting.

OTHER BUSINESS:

1. Dean Gilmore, NHVFD said he will be hosting a Fire Dept. projects seminar in the Town Hall on Saturday, May 25 for the public.

Doug Tolles made a motion to move into executive session at 11:00 pm, inviting Carole Hall and Attorney, Cindy Hill to join them. Motion seconded by John Roleau. Vote taken by roll call 5 yes / 0 no

John Roleau made a motion to come out of executive session at 12:13 am, seconded by Doug Tolles. Vote taken by roll call 5 yes

****No action taken****

MISC. CORRESPONDENCE:

- 1. J. Madden

The next scheduled meeting is on Tuesday, April 5, 2015

Adjourn: 12:15 am

Respectfully submitted:

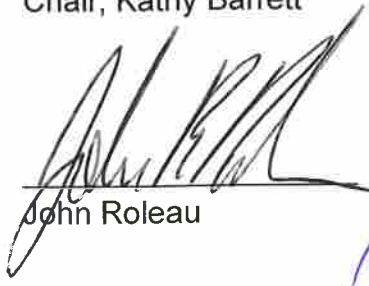
Pam Kingman

Approved:

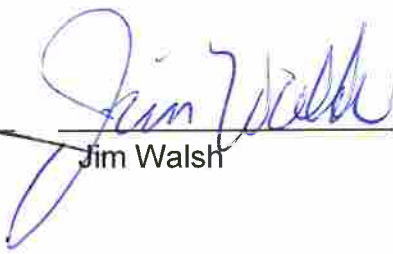


Chair, Kathy Barrett

Vice Chair, Steve Dupoise



John Roleau



Jim Walsh



Doug Tolles