

Town of New Haven Selectboard Meeting
7:00 pm
Town Offices
Tuesday, March 29, 2011

Present: Chair, Kathy Barrett, Vice Chair, Pam Marsh, Roger Boise, Kathleen Ready, Charlie Roy, Treasurer, Barb Torian and Clerk, Pam Kingman

Visitors: Jerry Smiley, Susan Smiley, Dave Wetmore, Lowell Nottingham, and Nadine Barnicle

AGENDA RESULTS:
VISITORS BUSINESS:

1. **Jerry Smiley – Proposed Elderly Housing** on the three acre parcel adjacent to the Town Offices / Library. Jerry had made up a straw poll for people at Town Meeting to fill out; the results were 49 in favor and 25 not in favor. He would like to know the Selectboard's feelings on the issue, whether or not he should follow through or not. He has called Mr. McBride at the State level who informed Jerry that when a Government Agency allows service grants or helps with elderly housing, they would want to hold a 99 year lease on the land; Jerry did not think the town would accept that. Mr. McBride suggested the elderly housing could be smaller and the town could then retain some of the land. Jerry is proposing 9 units of elderly housing. Phelps Engineering looked at the lot with Jerry and confirmed that a performance mound system could be used on the lot for septic. Unsure about well water at this time. Jerry had done some sketches of a single story as well as two story models for the housing. Jerry thought it would be a good idea if Mr. McBride (from the State) came and talked with the Selectboard, they agreed. Pam Marsh said the reason we purchased the property was for future expansion, but that it is nice to have open discussions. It allows people to propose all ideas. Kathleen Ready thought it was a good concept, but that we would need to understand the financing and management pieces. Roger Boise said he had heard the Fire Department may also be interested in using some of the land for a new Fire Station. He also feels that elderly housing isn't really needed in New Haven because there are many facilities in area towns. Charlie Roy feels the board needs more information. Overall the Board thought it was too premature to make a decision, and ultimately it would be up to the voters. They thanked Jerry for all of his hard work.
2. **Zoning Administrator, Dave Wetmore** – (Before Dave got started, Kathy Barrett turned the chair position over to Pam Marsh, as Kathy is a member of the DRB.) **LaFerriere property update:** The violation was reissued on March 21, 2011, because the first one never got recorded. The appeal period for this will end on April 7, 2011. Dave has not been able to get down there to see if the trailer has been removed. Cindy Hill had suggested talking to the Towns Health Officer because technically it could

be considered another bedroom, therefore making it a septic issue. There are significant potential costs involved including filing fees, sheriff's fees, mediation fees and potentially the cost of removing the trailer. Discuss the best course of action for the town as well as the LaFerrieres, as they may feel threatened by the folks in who are in the trailer. Roger Boise will speak with Amos Roleau about the situation. Amos has known the family for years, and they respect him. ****Update – The trailer has been removed.****

Dave Wetmore – has now been the ZA for 3 months, he welcomes any advice on his performance. He is meeting with the Planning Commission next Thursday. He feels the hours the Selectboard set up have worked out well for him; he is averaging 15-16 hours per week. Pam Marsh asked if he could generate a monthly report on different applications / violations / C.O.'s / C.C.'s, etc to enhance the communication between the Board and ZA. He agreed it would be good to have that information.

Dave Wetmore – He wasn't fully informed about managing another individual. He is asking the board how he should manage the Assistant ZA's time. He said he cannot guarantee 5 hours per week. But it would be on average 5 hours per week or 20 hours per month. He keeps a journal of all the things he has done, and the time in which it takes him to do it. He will ask his Assistant to do the same. He doesn't want to get into October and find out there is no more money in the budget for his Assistant. Pam Marsh said the Selectboard budgeted for an average of 5 hours a week, but it could be more one week, and less the next. As long as it is within the overall budget. They knew Dave wouldn't be in every day, this allows for flexibility. Treasurer, Barb Torian has asked Dave to sign off on the Assistants time card, he didn't realize he would have to manage the time. Kathy Barrett said to pay for actual time worked on that position, and that in the past, time cards have been changed to budgeted amounts rather than actual. She said the Board needs to know how much time is needed for each job to give the Board a general idea of how to budget for future years. Discussion about the expectations of the Assistant ZA, and time management. Dave is appreciative of having an assistant and that the current Assistant is fully capable.

3. **Lowell Nottingham – Update on Garage / Fire Station:** Based on the report from Green Mtn. Zero Draft he feels he can do portions of the required upgrades. After speaking with Roger Boise and Fire Chief, Alan Mayer; they feel confident the waste oil furnace in the town garage is big enough to heat both sides of the building, but it will require redoing the duct work. The current furnace in the Fire Station is too big to service the upstairs alone so they proposing to set up a separate gas furnace for the upstairs in the Fire Station. Cost for propane heater will be roughly \$500 - \$1,000. He will wait for suggestions from the Energy Coordinator on how to proceed with the ventilation system; the building can't be tightened up until the ventilation system is updated. Lowell will get prices for the propane furnace, propane and the duct work.

Lowell Nottingham – Lift (elevator) in the Town Hall Update: He had quotes for a new lift from 4 different lift companies:

- Accessibility Systems: \$15,952 – does not include shaft work, removal of old unit or unloading the new unit.
- All-ways Accessible: \$16,596 – does not include some electrical work.
- Granta: \$17,202 – does not include some electrical work.
- Access Mobility: \$20,483 – does not include some electrical and carpentry work.

Pam Marsh made a motion to accept Lowell's recommendation to accept the bid from All-ways Accessible @ \$16,596, seconded by Charlie Roy. 5 yes / 0 no

4. **Nadine Barnicle from ACTR** - Presented a petition with 5% of the required registered voters, hoping the Selectboard would consider their request of funds for \$3,745. (ACTR failed to petition for requested funds for Town Meeting, and therefore were not on the ballot.) Kathy Barrett had previously called the Secretary of States office about the wording of the petition. Because it does not specifically ask for the Selectboard to hold a special meeting, the Selectboard does not have to do anything with the petition until the next special meeting or town meeting. Town Attorney, Cindy Hill agreed with the Sec. of State's office on the matter. The Board agreed if there is any money in the budget at the end of the year, they would consider ACTR's request. The Board will also advise ACTR of any special meetings that require a vote, and will include their petition at that time.

TOWN OFFICE BUSINESS:

1. Town Hall Applications: **1)** Steve Dupoise for AAU Basketball practice, they had received prior verbal approval. Roger Boise made a motion to approve the use of the gym for AAU basketball practice, seconded by Kathleen Ready. 4 yes / 1 abstention (Roy) **2)** 250 Charter Committee Art Show, in the gym on April 30, 2011. Fee waived. Pam Marsh made a motion to approve the 250 Charter Committee application, seconded by Roger Boise. 5 yes / 0 no
2. Newsletter – This month there was an unusual amount of things in the Newsletter, some of which the Board feels should not have been in there; other things had prior approval. The Newsletter was created to keep townspeople informed about what is going on, it is not for advertising. Barb Torian suggested allowing others to use the Town's bulk mailing permit. Kathy Barrett will work on a model policy for the Newsletter to be discussed at the April 19th meeting. Kathy will also speak with Jim Gallott who formats it.
3. Karen Gallott – Printer cartridge: Karen has purchased a printer cartridge which she estimates is used 80% to print the DRB minutes. She has requested the Town pay for all or half of the cartridge. Pam Kingman will

ask Karen to forward the invoice for the cartridge. Kathleen Ready made a motion to pay 80% of the printer cartridge as a reimbursement to Karen Gallott, seconded by Pam Marsh. 5 yes / 0 no

TREASURER'S REPORT:

1. Payroll – Roger Boise made a motion to approve payroll for the week ending 3/12/11, in the amount of \$5,797.99, seconded by Kathleen Ready. 3 yes / 2 abstentions (Roy, Marsh)
2. Payroll – Kathy Barrett made a motion to approve payroll for the week ending 3/19/11, in the amount of \$4,003.65, seconded by Roger Boise. 4 yes / 1 abstention (Roy)
3. Payroll – Pam Marsh made a motion to approve payroll for the week ending 3/26/11, in the amount of \$3,839.05, seconded by Kathleen Ready. 5 yes / 0 no
4. Pay orders – Pam Marsh made a motion to approve the pay orders for the week ending 3/29/11, in the amount of \$51,474.71, seconded by Kathleen Ready. 5 yes / 0 no

ROAD COMMISSIONERS REPORT:

1. Roads Update: Roger Boise made a motion to approve a Road Access Permit for Foster Bros. on Cobble Road for Agricultural / Forestry purposes only, motion seconded by Kathy Barrett. 5 yes / 0 no
2. Equipment Update: Quotes from Beauregard for backhoes:
 - 2008 with roughly 875 hrs - \$63,000
 - 2009 with roughly 1100 hrs - \$61,000
 - 2009 with roughly 850 hrs - \$64,000
 Roger Boise made a motion to purchase the 2009 Case NB2921, with 850 hours on it, not to exceed \$64,000, seconded by Charlie Roy. 5 yes / 0 no
3. Annual Financial Plan – Pam Marsh made a motion to approve the Annual Financial Plan, seconded by Roger Boise. 5 yes / 0 no

REGULAR BUSINESS:

1. Kathy Barrett made a motion to approve minutes from March 8, 2011, seconded by Kathleen Ready. 3 yes / 2 abstentions (Marsh & Roy)
2. Pam Marsh made a motion to approve minutes from March 2, 2011, seconded by Kathleen Ready. 5 yes / 0 no
3. Kathleen Ready made a motion to approve the minutes from March 15, 2011, seconded by Roger Boise. 3 yes / 2 abstentions (Marsh & Roy)

OTHER BUSINESS:

1. Road Foreman Position – Roger has offered the position to Chris Nelson at \$18.25 per hour, with 6 months probation. Reference checks have been made. He cannot drive until he passes the drug test; he has an updated CDL, which means he has passed a recent physical. Roger Boise made a motion to hire Chris Nelson, @ \$18.25 per hour; he will be on 6 months

probation, start date on April 4, 2011. This is subject to passing the drug test. Motion seconded by Kathy Barrett. 3 yes / 1 no / 1 abstention (Marsh)


- 2. Kathleen Ready made a motion to go into executive session at 9:56 pm for a personnel matter, seconded by Pam Marsh. 5 yes / 0 no
Pam Marsh made a motion to come out of executive session at 10:10 pm, seconded by Kathleen Ready. 5 yes / 0 no

MISC. CORRESPONDENCE:

- 1. VELCO – Shunt Reactor information
- 2. State of Vermont, Dept. of Taxes – Reappraisal Order Update
- 3. Vermont Land Trust – Harvey & Donna Smith Farm

Adjourn: 10:15 pm
Respectfully submitted:
Pam Kingman
Approved:

 Chair, Kathy Barrett	 Vice Chair, Pam Marsh	 Roger Boise
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 Kathleen Ready	<hr/> Charlie Roy
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