

**Town of New Haven Selectboard Meeting**  
**7:00 pm**  
**Tuesday, October 22, 2013**  
**Town Offices**

Present: Chair, Kathy Barrett, Vice Chair, Pam Marsh, Roger Boise, Kathleen Ready  
Charlie Roy, Treasurer, Barb Torian and Clerk, Pam Kingman  
Visitors: None

**AGENDA RESULTS:**

**VISITORS BUSINESS:**

1. Barb Torian attended an Emergency Management Conference in Fairlee, VT. She took the Hazardous Materials Training as well as other workshops. She said it was a good conference and she learned a lot. Kathleen Ready made a motion to reimburse Barb Torian for 1 night's stay and mileage in the amount of \$211.79, seconded by Roger Boise. 5 yes / 0 no

**TOWN OFFICE BUSINESS:**

1. **Town Hall Update** – Pam Kingman has scheduled the furnace and air ducts to be cleaned by New England Air Systems on October 29 & 30, 2013. CARDNO ATC will return on October 31, 2013 for another air quality test. On October 23, 2013, Environmental Hazards from Williston is delivering two negative air filtration units that will run for a week, one upstairs in the gym and one downstairs in the cafeteria. Harold Tricou removed the sheetrock in the old town office closet that had mold on it. Alden Harwood pulled up the linoleum in the back hallway by the boy's restroom; there was a minimal amount of mold under there. Barb Torian and Pam Kingman have done more cleaning, HEPA vacuuming and spraying a bleach solution to kill and remove any visible mold remaining in the building after the last test.
2. **Town Offices Geo Thermal update** – Control Technologies came on October 16, 2013 to work on the electrical / controls for the geo thermal pumps. He found pump one had been wired wrong, and the alarm system had also been wired wrong. He fixed both issues, and reset all the thermostats. He would not confirm that it was Control Technologies who incorrectly wired them to begin with. We have not seen any bills from them.
3. **Update Personnel Policy** – The Selectboard discussed changing the probationary period in the personnel policy to meet the new State mandated health insurance regulations this would mean switching from a six month period

to three months. Pam Marsh will amend the policy and email it to Pam Kingman for the Selectboards next meeting on November 5, 2013.

#### **TREASURER'S REPORT:**

1. Roger Boise made a motion to approve the payroll for the week ending 10/12/13, in the amount of \$3,575.60, seconded by Kathleen Ready. 5 yes / 0 no
2. Charlie Roy made a motion to approve the payroll for the week ending 10/19/13, in the amount of \$2,828.28, seconded by Pam Marsh. 5 yes / 0 no
3. Charlie Roy made a motion to approve the pay orders for the week ending 10/22/13, in the amount of \$41,273.19, seconded by Roger Boise. 5 yes / 0 no
4. Roger Boise made a motion to approve the pay orders for the week ending 10/22/13, which is for the voted funds for outside agencies in the amount of \$212,574.25. Motion seconded by Charlie Roy. 5 yes / 0 no

#### **ROAD COMMISSIONER'S REPORT:**

##### **1. Road Update:**

- The winter sand (500 ton) was delivered last week.
- The road salt has also been delivered, cost is \$29,000.
- Quarry Road Bridge is coming along; it should be done in the estimated time of 3 weeks.
- Dirt roads are being graded.
- The road crew has put a lot of fill around the pond on Town Hill Road to create more water reserve for the Fire Dept.
- The road crew is going to start ditching on Lime Kiln Road soon.

##### **2. Equipment Update:**

- The 2002 truck needs new brakes, brake drums and springs. Cost is roughly \$1,200 - \$1,400 to repair.
- Still no buyers for the old town truck for sale. Roger has posted it on Craigslist again.

#### **OLD BUSINESS:**

1. **Ad Hoc Committee Update** – Pam Marsh reflected on the two meetings that were held in September, and reviewed some of the suggestions made by the committee.
  - Suggested the Town change from a calendar year to a fiscal year. At this time, there does not seem to be support for this change.

- Setting a dollar percentage variation of the actual budget, which would then mean the Board should put an article in the newsletter to let the public know. The Selectboard agreed that setting an amount or percentage will be difficult due to the nature of how a municipality functions and the realities of cash flow around when taxes are received. Pam Marsh suggested looking over the monthly budget provided by the Treasurer at the first meeting of every month; then signing off on it at the second meeting. We could also put a condensed version in the newsletter and or on the website quarterly.
  - Two of the former Auditors were at the second Ad Hoc meeting, they expressed an interest in continuing to do spot checks to assist Telling & Associates with the outside audit, as well putting the Town Report together. Discussed going back to elected Auditors, versus having the former auditors performing the same duties, but without the legal responsibilities of elected auditors.
  - This concludes the meetings of the Ad Hoc committee and the past Auditors will become the Financial Oversight Committee.  
Pam Marsh made a motion to have the former Auditors be asked to continue with the auditing function at the same rate of pay as when they were elected officials, seconded by Roger Boise. 4 yes / 1 no (Ready)  
Pam Marsh made a motion to have the former Auditors prepare the 2013 Town Report at the same rate of pay as when they were elected officials, seconded by Charlie Roy. 5 yes / 0 no
2. Kathy Barrett made a motion to approve the Outside Audit by Telling & Associates dated 12/31/12, seconded by Pam Marsh. 5 yes / 0 no
  3. VT Gas Brief submitted by Cindy Hill. Also VT Gas will be contacting the Town Clerk in each town when work is to be performed. The Clerk can pass the info. on to the Selectboard and other town officials.
  4. Town Hall compliance with Disabilities Vermont – Lowell Nottingham had gotten a quote from Champlain Valley Plumbing & Heating for new toilets. The Selectboard would like to have Harold Tricou get involved with this process. They would like him to get a quote from Ryan's in Vergennes. This project could be something the town puts out to bid.

#### **NEW BUSINESS:**

1. VLCT Renewal Application - Kathy Barrett will come in the Town Office to go over this with Treasurer, Barb Torian.
2. Financial Report – Kathy Barrett noticed the revenue from the Sheriff's Dept. is down.

**REGULAR BUSINESS:**

1. Kathy Barrett made a motion to approve the minutes from October 8, 2013, seconded by Roger Boise. 3 yes / 2 abstentions (Marsh/Roy)

**MISC. CORRESPONDENCE:**

1. Beeman Elementary School Board – Thank you for work on Town Hall.
2. American Red Cross – Offering training for emergency shelters.

Adjourn: 8:45 pm

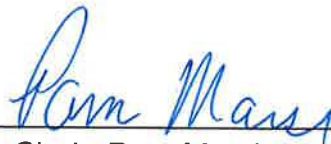
Respectfully submitted:

Pam Kingman

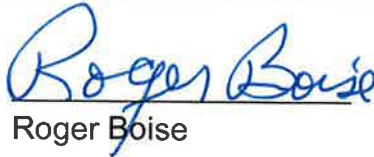
Approved:



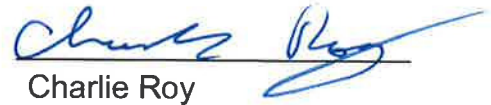
Chair, Kathy Barrett



Vice Chair, Pam Marsh

  
Roger Boise

  
Kathleen Ready

  
Charlie Roy