



MONTGOMERY
FOUNDED 1789

Town of Montgomery - P.O. Box 356
Montgomery Center, VT 05471
802-326-4719
www.montgomeryvt.us

SPECIAL & REGULAR MEETING OF THE
SELECTBOARD & WATER COMMISSION
Temporary Town Office (86 Mountain Road)
Monday, May 21st 2018
6:30pm
Unapproved

Selectboard members present: Charlie Hancock-chair, Darren Drevik-vice chair, Mark Brouillette, Jacob Racusin, Leanne Barnard

Visitors: Sue Wilson, Merle VanGiesen, Joe- Mountain Roots Property Care, Lori Sampietro, Lois Lumbr, Vivian Deuso, Deanna Robitaille

Clerk: Elizabeth Reighley

Charlie called the meeting to order at 6:33p.m

1. Review and make any changes to the agenda. Add to new business the ATM Lease and under Old Business add item Copy Fees.

2. Review/approve minutes of the May 7th regular and special meetings. Mark motioned to approve, seconded by Leanne, Charlie offered an amendment to add visitors that were present for the site visit, minutes as amended passed 5-0.

3. Public Works

a) Roads and Bridges

- a. **Grants: Status Updates:** Bethany will be attending the June 4th meeting. Charlie will post the road crew vacancy in the paper and at the public posting locations in town and on the town website. Carry over grants
 - i. **Structures Grant for Route 58.**
 - ii. **Better [Back] Roads Bridge and Culvert Grant**
 - iii. **USFS Culvert Grant for AOP design**
 - iv. **Municipal Grants in Aid Pilot Project**

v. SFY Transportation Alternatives

vi. Municipal Roads Grants-in-aid program

- b. **Brady Road.** The homeowners have been in touch with the board, they plan to be in town during July 4th weekend and the 1st weekend in August so the town will coordinate with St Onge's to schedule the bridge work when they are not in town.
- c. **Bridge Inspection Report (follow-up re: Creamery Bridge).** Kristin, state structures liaison, has been in correspondence with Charlie, he will forward the emails to the rest of the board for review. He updated the board on his findings regarding paperwork on the Creamery Bridge, state annual reporting, and the costs that would be covered by the state for these types of structural repairs. Discussion took place.

b) Buildings and Grounds

- a. **Generators: Training.** Carry over.

4. Visitors @ 7:00pm.

Joe, from Mountain Roots Property care, spoke with Wendy Howard regarding the billing address information for the Garden Club and they are all set for this season.

Merle queried whether any action had happened yet on the Zoning Bylaws, Charlie noted they are still open, no action is needed from the board at this point as the amendments will be voted on later this year.

5. Water Commission Issues. Carry over

6. Old Business

- a. **Dreamers Road Partial Discontinuance request.** Discussion took place about whether to discontinue or downgrade to a trail. Thus far there is only one objection to the discontinuance at hand and the concerns for trails throughout town in the future. Jacob motioned that everything after 420 feet from the centerline of Route 118 on Dreamers Road up to the intersection of Purrier Farm rd at the other end shall be downgraded to a trail status Darren seconded and the motion passed unanimously.
- b. **Town Office/Post Office (main street location)—further discussion on next steps.** Jacob has been in touch with remediation companies but has not drafted the RFP yet. Jacob recapped the email that was disseminated to the board about the process with Todd Hobson of Clay Point Associates. Todd would be able to do enough footwork to get us to the point of having a bid for the scope of work ready and compile enough information to bring to voters for the VCRD process without spending too much money on feasibility before there is a clear will of the town for future usage. Darren motioned to engage with Todd Hobson to conduct a site

visit, create the design plan and technical scope of work based on the status of the building, conduct testing, and prepare pre-bid summaries for contractors at a cost not exceed \$1750, seconded by Leanne and passed unanimously.

- c. **Stanion Settlement update.** Carry over

- d. **Vacant Building Ordinance.** The building ordinance has been re-posted online and in town. Darren motioned to approve the vacant building ordinance pursuant to the latest draft, seconded by Mark and passed unanimously. The is a resident right to petition 44 days following this adoption of the draft.

- e. **Assistant to Selectboard position application(s).** There has been a resume submitted, Charlie will email the rest of the board, and set a special meeting to invite the applicant to meet with the full board.

- f. **Copy Fees.** The selectboard discussed fee schedules as recommended by the Secretary Of State and what is set out in statute. Statute is still very vague regarding documents that are 'filed' at the town office but are not recorded in the land records. It also states we 'may' charge not that we 'shall' when it refers to public documents. Deanna stated it does not make sense to charge such a small sum of money for non-recorded public documents. The board must hold a hearing to actually set/change the fee schedules within the office, the previous vote is considered non-binding at this point, until they hold such a hearing. However as it is within the purview of the clerk to decide whether or not to charge for the items specified at the .06 cent rate it may not need to come to a hearing as it will cost the town more to take in those the funds, enter them into our fee receipts modules, and transfer the data into the general ledger for reconciliation afterwards than the actual cost of the copy.

7. New Business

- a. **Managed Antivirus Implementation (*Open Approach quote*).** No one in the office currently has the expertise for IT monitoring of office computers and implementing software to safeguard the network/server to ensure the safety of town data. Open Approach, formerly known as RCIS, would manage all off site backup in addition to a Managed IT service for daily technical support, event monitoring, antivirus software. Jacob suggested getting comparative numbers with other companies so they can decide on what to budget for next year. A decision will need to be made prior to June 2019 so the board will solicit bids this falls in order to have a budget request in to the Budget Committee for the 2019 year.

- b. **Village Cemetery repairs / Cemetery Commission Consolidation. Lois Lumbra- Village cemetery.** Stones have been damaged and fallen over they suspect it might have been damaged by a moose. Plouff's Monuments will be doing the repairs on the larger Lumbra monument, the commission will be in touch with the Paxman family to figure out repairs for the other monument. Lyndol Elkins is willing to take care of the tree issues however there are also drainage issues with the driveway. Charlie will go up with Michael to assess the drainage and look at the trees. Deanna gave the board a brief history of the different cemeteries on town land, the associated costs of maintenance, perpetual care, and the operations of each commission. She gave a brief review of the requests for consolidation of the different cemeteries over the years. The board needs to research whether the town has legal authority to have the cemeteries merge as some are on town owned land and some are private.
- c. **Dog Census.** Lori has volunteered to help with the Dog Census., Darren motioned to appoint Lori as a volunteer seconded by Leanne and passed unanimously.
- d. **USDA Community Development Grant.** Carry over.
- e. **Overweight Truck Permits.** Mark motioned to approve Rob Spaulding & David Record's truck permits, seconded by Darren, and passed 5-0.
- f. **Liquor/Tobacco Licenses.** None
- g. **ATM Lease.** The lease expires November 26th 2018, there is no current provision for an extension. The options would be either draft a new lease to include an extension option or change the terms to a yearly lease option until the board has better idea of future plans for the usage of the building. The board discussed drafting a lease option to lock them in for another year with an auto renewal and include an option to terminate the lease with 60 days notice if or when the town decides what to do with the building. Charlie will draft a 1yr auto renew lease agreement with TD Bank for the ATM to include the option to terminate with 60 day notice, and add a 3% increase to the annual lease payment and send to other board members to for review and vote upon at a subsequent meeting.

8. Open Mail / Sign Orders / Administrative Matters. All orders signed at this time

Jacob motioned to end the meeting, seconded by Darren, and the board adjourned at 8:37p.m

Respectfully submitted, Elizabeth Reighley