

Town of Woodbury Select Board

October 22, 2018

Meeting Minutes

Select Board Members : Thomas "Skip" Lindsay-Chair; Brian Shatney; Michael Gray

Town Officials: Laura Dailey-Scribe/Assistant Town Clerk; Paul Council and Chad Wohler-Woodbury Conservation Commission members

Members of the Public: Carolyn Stewart; Kate Forrer- Vermont Department of Forest, Parks and Recreation

Media: Griffin Lussier- Hardwick Community Television

Skip called the meeting to order at 6:00 P.M.

Adjustments to Agenda: none

Public Comment: none

Approve the Bills to the Town: Bills were approved.

Approve the Minutes from the October 8, 2018 Select Board Meeting: Minutes are approved.

Town Treasurer's Report:

- \$712,000 in property taxes has been collected as of this meeting
- Since October 1, \$4,730 in delinquent taxes has been collected. The board agreed Ron Wells is doing a great job as the Collector of Delinquent Taxes.
- A Request for Proposal (RFP) was sent to four different accounting firms for a full audit of the town. Audits are due 11/8 and will be opened at the November 12th select board meeting. The select board anticipates this expense will be an agenda item for consideration at town meeting. Brian asked for clarification about how often the town would need to have audits done. The thought is it will be whatever the select board and voters decide. There is no record or memory of when the last complete audit was done. The board will check with VLCT about their recommendations for the frequency of an audit.

Town Clerk's Report:

- **.Old Store/HMG**-The Department of Environmental Conservation (DEC) approved the use of \$30,000 from the Petroleum Cleanup Fund for removing the contaminated soil at the old store. There is a possibility that work could begin 10/29. The contractor will remove the contaminated soil and then back fill the hole created.
- **Town Website**- Skip was able to get into the website and upload some information today and feels it is ready to go. He will request that Diana make her final recommendations and hopes to launch it October 29. The website is set up using WordPress and is user friendly. Ben Witte, the designer, will be available for instruction.

Conservation Commission Update-

A presentation of the Woodbury Town Forest Recreation Plan was given by the Conservation Commission (WCC) for the board and public. The developed plan was funded through a grant the WCC applied for with the Department of Forest, Parks and Recreation under its Vermont Urban Forestry Program. Woodbury was one of 10 towns that received this grant. The grant allowed the

town to receive guidance and consulting services to develop this plan from SE Group. The WCC has long advocated leaving the town forest as it is and creating a walking trail through the forest. The commission presented a power point, illustrating the various ways they have been working on this project to date and what they are developing for plans in the future. They have identified areas of ecological and recreational importance in the town forest as well as the town and school wetland area and gathered input from town residents through a survey and public visioning workshops. From all of the advising, forest walks and evaluations, the board developed a plan. The results of their findings included that there were many townspeople that did not realize there was a town forest. Priorities for use of the land included recreation and education. The WCC then did some development strategies to create an action plan that guides how to direct efforts in the near future. The two most important considerations are "What is it going to cost?" and "Where are we going to find the funds?" The plan includes a small parking area and a walking trail loop; school wetland outdoor education facilities; educational programming partnerships and trail maps. The WCC requested approval of the plan from the select board. The select board approved the plan and will provide a letter of support for the project to the WCC.

Paul Council, Jack Travelstead, Charles Wohlers, Kiley Briggs and Michael Gray are the members of the Conservation Commission. Susan Sawyer is a member emeritus.

Town Highway Report:

- The winter sand pile is now complete. There is some sand left to be hauled in this year's contracted amount of 4000 yards.
- Equipment is being prepared for winter snow plowing. The road crew has plans to lower the road in front of the fire department annex building to alleviate the flooding into the building. Grading and spot grading of the roads will continue as weather permits.
- The electrical upgrades to the town garage are finally completed. Upgrades include moving the power and telephones lines away from the winter sand pile and increasing the amperage to the garage to better facilitate the compressor and any welding done at the garage.
- Tim Neill has been working 30 hours a week hauling sand and being around for some of the work on the trucks. The road crew and select board are still holding out to see if Peter Dailey will pass the written CDL test.
- The Lo-Pro is at Viking, the contractor for the body and plow wings. They are giving the town a mid-November date for its arrival at the town garage.
- Road Salt decision- The usual state bid contract for town municipalities organized by the Vermont League of Cities and Towns (VLCT) turned out not be the cheapest option for buying salt this year. The state contract was awarded to Apallachie and the cost to Woodbury would be \$89/ton. Our usual supplier-American Rock Salt - did not participate in the state bid but intends to also supply road salt to towns. They submitted a bid of \$79.75/ton. Michael introduced a motion that that Woodbury purchase its road salt from American Rock Salt for \$79.75/ton and contract for 175 tons of salt. Brian seconded, motion passed.
- Michael spoke with Greg about a Hardwick Electric repair bill for damage done to a secondary URD pipe connected to an electric pole. The damage was done during the summer mowing but not detected until later by the property owner. Michael wrote a short damage report to document the accident.
- Greg Parkhurst requested an increase in the insurance compensation he receives from the town. Rates for health insurance are going up for 2019. Greg does not have his health insurance through the town – instead the town contributes an amount towards Greg's insurance.
- The select board discussed the F550. Greg would like to use it through the winter for salting the paved roads and as a back-up for plowing. The 550 could be loaded with salt

and ready to go if needed for a storm; the other trucks would be ready for plowing and sanding. The select board is considering selling the 550 but will wait to begin that process after the LoPro arrives.

Fuel RFPs: Bids for all fuels used by the town are due 11/8 and will be reviewed and a bid chosen at the 11/12 select board meeting. The contract will be for calendar year 2019. Bidders have an option for a 3 year contract. The town has received 2 bids to date.

RFP for the demolition of the Woodbury Country Store: An RFP for removal of buildings including the asbestos is being revised by Skip. The RFP would include both the asbestos removal and the demolition of the buildings. As the building deteriorates, more and more of the building would be considered to be contaminated and would need to be handled as hazardous material. An RFP was sent out at the beginning of this year for asbestos removal. The town received two bids – one for \$32,000 and the other for \$45,000. These bids were not acted on as the timing for the actual work was uncertain and it was thought that combining the demolition of the building with the asbestos removal might save the town some expense. Costs for asbestos removal was not in the original FEMA grant application for this project. It is highly likely the select board will need to request more money from the town for asbestos removal at this year's town meeting. Claypoint Associates –the contractor who did the asbestos assessment and helped Skip write the RFP for the asbestos removal– has recommended the town go with Catamount Environmental for the asbestos removal at their bid price of \$32,000.

Local Hazard Mitigation Plan (LHMP): The town will now be working with the Central Vermont Regional Planning Commission (CVRPC) on the LHMP. The first meeting is scheduled for November 8. CVRPC is the consultant chosen by the select board to guide the town through the rewriting of the LHMP; a town approved draft of the LHMP is due on December 8. The LHMP is required by state statute to be renewed every 5 years. A public survey for the LHMP was conducted this past summer to get town resident's input. Skip sent the survey results, town plan, and other town information to CVRPC for the meeting on 11/8.

Select Board Secretary: The board discussed and agreed to appoint Laura Dailey to a newly formed position of Select Board Secretary. Laura is currently also working as an assistant Town Clerk. Roles would include updating and managing the new website, doing research for the board, special projects, and attending regular and special meetings as well as creating a draft of the select board minutes.

Select Board Adjourns at 7:42 pm

Approved: *November 12, 2018*

Thomas J. Lindsay, Jr.
Select Board Chair

Michael Gray
Member

Brian Shatney
Member