

## Town of Woodbury Select Board

March 11, 2019

### Meeting Minutes

**Select Board Members:** Paul Cerutti; Brian Shatney; Michael Gray

**Town Officers:** Diana Peduzzi-Town Clerk; Brandy Smith-Town Treasurer; Laura Dailey-Asst. Town Clerk/Scribe; Skip Lindsay-Town Auditor

**Members of the Public:** Eric Wallace-Senft; unidentified woman w/ Eric; Norman Etkind

**Media:** Griffin Lussier-Hardwick Community Television; Mike Bielawski-Hardwick Gazette

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

**Town Governance-** Brian made a motion to nominate Michael as Select Board Chair, Paul seconded. Michael is elected chair and will continue the board secretary duties.

**Adjustments to Agenda:** Friends of Woodbury School Grant

**Public Comment:** Eric Wallace-Senft expressed concerns regarding the governing of the town and its suppression by state and federal mandates largely controlled by large corporate interests, that leaves many residents burdened with taxation that does not allow their input or address their needs. He urged the SB to review the original charter for the town and to return to earlier forms of governance that are based on a community's self reliance and a stronger connection to human and earth centered awareness that provided a more loving and humane community.

**Approve the Bills to the Town:** Bills are approved

**Approve the Minutes from the February 25 Select Board meeting:** Minutes are approved

**Town Official Appointments:** The following town officials were appointed:

1. Greg Parkhurst - Road Foreman
2. Kim Silk - Animal Control Officer, Dangerous Building Officer and Poundkeeper
3. Chance Payette - Emergency Management Director
4. Skip Lindsay - Planning Commission member, E911 Coordinator
5. Bob Martin - Zoning Administrator
6. Michael Gray - Central Vermont Regional Planning Commissioner, Energy Coordinator
7. Jane Nold-Laurendau-Central Vermont Solid Waste Management District Representative
8. Ron Wells-Tree Warden

The Forest Fire Warden is recommended for appointment by the state for a term of 5 years; Paul Cerutti has been recommended. Michael made a motion based on the state recommendation that Paul Cerutti be appointed for a 5 year term as Forest Fire Warden starting 6/30/2019. Brian seconded and it was approved. Members of the Woodbury Fund Committee and the Rail Trail Committee still need to be appointed.

**Town Treasurers Report:**

- Brandy presented the board with the financial statements and the "due to/due from" statement for the reserve fund accounts. There was brief discussion of the new breakdown of the bills. Bills are now presented to the SB in groups based on the budget they are accounted under- general government, highway, library and payroll. Also all invoices are itemized in the highway bills report to better facilitate tracking of parts and materials for

specific highway equipment and for tracking of credit of returned items. The select board requests that a total for a listing of separate invoices from one vendor also be included in the summary sheet that reflects the total written on the check for each vendor from a string of invoices. Brandy will see if the totals can be included in the report. The delinquent tax total has decreased to \$84,000 and there have been some pre-paid taxes for next year.

- **Fiduciary Agent for Friends of Woodbury Elementary School (WES)** – Brandy received an e-mail from Elizabeth Stratton requesting that the town be fiduciary agents for grant funds awarded to WES for the design work to be done for a dock in the school district wetland. The select board agrees to have the town serve as fiduciary agent.
- **Mowing Request For Proposal (RFP)** - As agreed upon last year, the Cemetery Commission and the town will put out an RFP for a 3 year contract for the mowing of the cemeteries and the town properties. This is a change from the yearly contracts of the past. Richard Paton has agreed to be the contact person for contractor's questions regarding the RFP. For town properties, the RFP will also include mowing the island in Woodbury Village between the Town Hall and Route 14 and the lawn surrounding the Town Hall. The bids will be sent out this week and must be submitted to the town office by April 18, 2019.
- **Town Clerk's Report:** Diana had overweight permits to be signed. She also thanked all those who helped with town meeting and the Hazen Union election. The Hazen Budget passed. Diana reminded the SB of the upcoming unified school district meeting at Hardwick Elementary School on Friday, March 15 at 6 pm

#### **Old Woodbury Store Project:**

- Skip Lindsay had sent Michael the contract with Blue Mountain Trucking and Excavating, signed by Jeremy Bogie, agent of Blue Mountain, for the demolition of the old store. The contract was briefly discussed and the select board agreed to sign the contract. Skip will contact Jeremy to let him know the contract has been approved and signed; Diana will send a copy of the signed contract to Blue Mountain. The contractor is aware there may be a time lapse before the demolition work can begin. Brandy will start a file for the demolition contract.
- Final items are in the works to prepare for the Federal Emergency Management Agency (FEMA) awarding of the grant. An amended application for cost increases was signed by Michael last week and sent on to Lauren Oates at Vermont Emergency Management (VEM). The cost increases resulted from the presence of asbestos in the building and the need for its proper removal in the demolition of the building and the need for design work for the stream restoration. There is also a form that needs to be signed by the property owners, the town and the state. The title search still needs to be done.
- Diana asked about the health officer position. At present there is no one who has stepped forward to fill this position. Information regarding VLCT's Select Board Seminar is given to the SB. Diana gave Michael info about the FEMA risk mapping for Lamoille watershed.

#### **Act 46/ Woodbury Elementary School Updates:**

- Lease of Town Owned Buildings to the Woodbury School District (WSD): A committee was formed by the select board and the WSD board to provide information of school property uses by the town and the WSD to the respective lawyers for the town and the WSD. They met on February 28 and will meet again on March 14. One question of immediate concern at the 2/28 meeting concerned the Request for Proposal for the roof replacement. The question concerned who should be responsible for the contract to replace the roof... the town or the WSD? Michael read a response to that question from Paul Gillies, the town's

lawyer. The concluding statement from that letter is quoted here, *"Because the school is owned by the town, the selectboard should be involved. The school board and the selectboard should open the bids together, decide on an award of the contract, and jointly oversee the construction. As the funds have been appropriated by the voters of the school district, the WSD should pay for the improvements."* Based on this opinion, the select board agrees to send out the RFP, all ready in final draft form. Skip will make changes to include the Woodbury School District with the Town of Woodbury in the text of the RFP and then oversee the sending of the RFP to local papers and contractors.

- The committee also asked the lawyers about the process of transferring ownership of the "School Wetland" to the town. The lawyers informed the lease committee that it is now illegal for a school district to sell its property to the town. They suggested a legal procedure to protect the property from being sold to a third party in the future.

**Local Emergency Management Plan (LEMP):** Michael mentions this plan is due to be completed by May 1, 2019. Previously known as the Local Emergency Operations Plan, this yearly updated plan has gone through some changes that are required to be made this year. Brian asked if it was a matter of updating last year's plan? Michael responded that will be a large part of it but there are other criteria to be included now. Michael has attended a seminar on the new plan and will begin a review of the LEMP to organize a work session of the SB and the town's new Emergency Management Director, Chance Payette. A special SB meeting, outside of the regularly scheduled meetings, focusing on the LEMP, will be warned in the near future.

**Ecosystem Restoration Grant:** The grant application for the full design of the 2 sites in Woodbury village, previously discussed at several SB meetings, has been submitted. These sites are located at the school parking lot and the Fire Department's annex building. The full design will address the water runoff and erosion into the Kingsbury Branch from those sites. The design work will be done this summer. The total cost of the design project is \$38,200; the cost is mostly covered by the grant with the town providing an 11% match. The town match will be \$2,200 cash and \$1,958 in kind work for a total town match of \$4,158. Once the design work is done, the town will apply for grants to do the implementation work. Once the implementation is done and the erosion problems remedied the town plans on paving that bottom section of Valley Lake Road from Route 14 to the school parking lot.

#### **Town Highway Report:**

- Brian gave the board information about getting GPS trackers for the town trucks. He will do more research on them and report back at the SB's next meeting.
- The town is in good shape with sand and salt. The town roads are now in the interim period the back and forth of mud season and winter snow and freezing. The roads will be harder to plow when it does snow and going forward there are times where the roads won't be in the best of shape. Not much can be done until the roads dry out. Adding gravel to muddy rutted stretches can help but in serious mud getting the gravel to where it is needed can make the road worse. The road crew has been pushing back the snow banks to help keep melting snow water from seeping into the road surface.
- A break in frequency of storms has allowed the road crew to catch up on maintenance. The 10 wheeler's transmission oil was recently changed and mud season equipment is being prepped for use.
- Cabot Road Paving Grant- Michael and Greg met with a rep from Pike Industries to get an estimate for paving the upper part of Cabot Road. This would be of primary benefit to Swenson Quarry but would also benefit those who travel up that road, especially in winter.

The town has been placing 25% of the yearly reimbursement from Swenson Quarry into its Paving Reserve Fund. The fund now has \$43,000 in it; almost all coming from the Swenson reimbursement. At present, Swenson Quarry has an Act 250 permit pending to build a new entry road to the quarry, beginning on the old road in to the swimming hole quarry just past the crest of the hill; the SB has discussed bringing the paving to that road. This makes the section of the road to be paved just over a mile long. Both the rep from Pike and the town's road foreman discouraged having the paving end at the present quarry road entrance, sighting the steepness of the road there. The rough estimate for the paving is \$235,000. The maximum amount from VTrans for the grant is \$175,000. The difference is more than the town has in its paving fund. Michael spoke with Bob Pope, the manager of the quarry and they discussed possible ways to meet the difference. The SB will wait for the estimate from Pike for the grant application and discuss further at its 3/25 meeting. Bob Pope will also be attending the 3/25 meeting to discuss with the town the pending Act 250 permit and the April 3 public hearing in Woodbury. The hearing will be held in the community room at the town library. There is 4/15 deadline for submitting the paving grant to VTrans.

- The SB is also waiting for an estimate for the paving of the bottom of Valley Lake Road in the village to anticipate costs for paving that section of road to Route 14 in the future.

**Select Board Adjourns at 8:02 p.m.**

Approved:

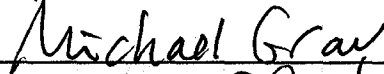
Date:

Paul Cerutti



3/25/19

Michael Gray



Brian Shatney

