

Town of Woodbury Select Board

July 8, 2019

Meeting Minutes

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

Town Officers: Diana Peduzzi-Town Clerk; Brandy Smith-Town Treasurer; Laura Dailey-Assistant TC/Scribe; Greg Parkhurst- Road Foreman

Members of the Public: ; Skip Lindsay; Chuck Batchelder

Media: Griffin Lucier-HCTV

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

Adjustments to Agenda: Hiring of outside services and come up with a formal process

Public Comment: None

Approve the Bills to the Town: Motion Approved

Approve the Minutes from the June 24, 2019 Select Board meeting: Minutes are approved

Town Highway Report:

- Buck Lake Road Maintenance w/ Emily Bagley – Emily did not show for the meeting.
- VTrans Town Highway Emergency Grant (THEG)- VTrans will be awarding Woodbury a THEG for the amount of \$150,000 to fund the restoration of the Buck Lake Brook bank at the bottom of Cabot Road that was washed away with the May 20th flooding in the village. The project has been going through the state approval process and has not yet made it to the town. It is anticipated VTrans will also present a scope of work for the project. The town will put the project out to bid when it receives notice of the grant award from VTrans. Any money left over from this project can be applied to other road damage on County Road from culverts unable to handle the heavy flow of water coming down from the Woodbury Mountain ridgeline.
- Old Quarry Road – Coleman Parker has requested that he be allowed to improve Old Quarry Road so that the road is passable. At present the road is badly washed out above the Barron's home. Coleman has also requested the town provide a culvert and gravel. Chuck Batchelder will be doing the work for Coleman. Apparently work began on the road before this July 8 select board meeting. The Barrons are upset they were not informed of the work and called Paul to the site. Paul requested Chuck stop work until the select board could discuss this at its meeting. Chuck was present at this meeting for the discussion. After a lengthy discussion the select board decided the road should be made passable and to provide materials for the work. Old Quarry Road may be needed with the future work on Cabot Road if Cabot Road will need to be closed. It is also decided that before any work is done, a meeting at the site with the Barrons, Coleman Parker, Greg, Chuck and the select board will take place for discussion of the work to be done and for all parties to come to an agreement on what will be done. The agreement will be documented in writing and signed by all parties involved. Michael will contact the Barrons and Coleman Parker to arrange the meeting.
- Village Paving- Paul has not heard back from the contractors he has called. There is some discussion about having this work done before winter sets in. Paul has the Request for Proposal (RFP) for the Cabot Road paving that Skip Lindsay wrote a few years ago and will prepare it for the paving of the village square. Alternatives to paving, if the town is not able

to get the paving done, are briefly discussed but it is hoped the town can get the square paved as it continues to break up.

- Paul has been researching a piece of equipment that would aid the removal of berms on the road edge. It is similar to a disc harrow and can be attached to a grader or the wing plow on a truck. The equipment cuts and shreds the berm and pulls the material into the road. Greg will look over the information Paul presented. It is thought this piece of equipment and the mower/brush cutter discussed in previous SB meetings might be funded together in a loan financed with the yearly expenditure the town pays for the rental of a mower.
- Greg gave a detailed report of work done by the road crew over the last two weeks. All the damage to roads from the heavy rain on June 27th has been repaired. The most serious damage was in West Woodbury where the road washed out around a culvert. The grader has been on several roads. The ditch and road work on Scribner Road is almost done; ditch work on Cranberry Meadow Road was hydro seeded; a plugged culvert near the top of Chartier Hill was dug out and opened. The 550 has been brought to Hardwick for repairs and an inspection. The road crew is pretty much caught up with the "damage control" it has been undertaking with the three flooding events this spring and summer. It is behind in the usual summer work but is presently addressing that work. Greg and the SB discuss hiring some outside help to assist the road crew in catching up with road work. Greg will see if there are projects that could be done by local contractors. Greg began the mowing of roadsides today and he and Peter will be working in shifts this week to do the mowing.
- Cabot Road was monitored for traffic last week by Central Vermont Regional Planning Commission (CVRPC). The results were sent to the town. A quick glance at the results does not show significant speeding on the road.
- Brian brought up the subject of guardrails and noted there are still places in town where guardrails are needed. Greg will make a note of spots in town and research will be done for funding of future projects.
- Laura mentions the information the speed warning signs have been collecting. That information can be downloaded from the signs. The SB asks Laura if she would be willing to learn how to access the information. Laura will contact Skip to learn how to do this. Greg mentions he has the information that came with the signs at the garage.

Town Treasurer's Report: Brandy is doing journal entries into the accounting system to close FY 2019. She transferred \$30,000 to the general fund from the money market fund. At present, there is about \$45,000 left in the money market fund. There are still beginning new fiscal year payments to be made, in particular a 50% pre-payment for winter sand that will empty the money market fund. Because of this Brandy will need to open a line of credit to carry the town expenditures until tax payments start coming in later this summer.

Town Clerk's Report: Diana presented an access permit for Dan Durkee that still needed select board signatures. She also mentioned that the school vote information the town sent out did help with voter turnout for the vote of the new school district's Articles of Agreement. Woodbury had the highest voter turnout of the four district towns.

The select board also discussed the hiring of a town resident to paint the cement foundation of the town office. At question was who is responsible for hiring work on town buildings; also discussed is the town's insurer policy of hiring someone who does not have workman's comp. The town incurs a fine form PACIF if we hire someone without insurance or workman's comp, though there is a waiver form that covers the town in such an instance. Woodbury's procurement policy was also discussed in relation to the expense of the work done. The policy does not require bids or soliciting quotes for work/purchases under \$800. The select board agrees that the town should be able to hire local residents to perform small low cost tasks for the town when the need arises.

Diana also mentioned there are new rules related to the copying of vital records which makes the process longer and more complicated.

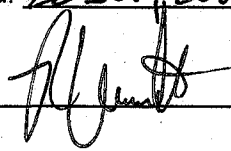
Old Woodbury Store: Diana is writing a letter requesting assistance from our congressional representatives to seek assistance in urging FEMA to come to a conclusion on the awarding of the hazard mitigation grant for the old store. She is doing this based on correspondence with Lauren Oates, who oversees FEMA projects in the state. She has contacted Woodbury's state house representatives as well.

Conflict of Interest Policy: The select board noted confusion over what body can approve and adopt a conflict of interest policy based on the state statutes Laura provided. One statute stated the policy be approved at a town meeting by the electoral body and another statute stated that approval is one of the allowed regulatory duties of the select board. Michael will contact VLCT to clarify these seemingly contradicting statutes. Otherwise the SB had no other changes to the template draft provided by VLCT.

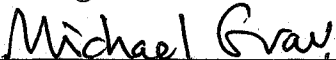
Meeting was adjourned at 8:08 p.m.

Date Approved: 22 July 2019

Paul Cerutti



Michael Gray



Brian Shatney

