

Royalton Selectboard
Knight's Opera House

July 27, 2010

Public Present: Jim McCleery, Planning Commission Chairwoman Jo Levasseur, Stuart Levasseur, Administrative Assistant Nathan Cleveland

Selectboard Present: Larry Trottier, Ernie Amsden, Peggy Ainsworth, Joan Goldstein, Phil Gates

E. Amsden, assistant chairman, opened the regular scheduled Selectboard meeting at 7:04 p.m.

Happy Hollow Rd.: Storage Container within the town right of way

Discussion ensued on the removal of the storage container within the town's right of way. Mr. McCleery agreed to coordinate the removal of the storage container from the town's right of way with the town's Road Foreman.

Planning Commission

J. Levasseur reported that the Planning Commission has had difficulty filling vacancies on the 9 member commission. Discussion ensued on reducing the total number of members and adjusting the term of members on the Planning Commission. The Planning Commission's next reorganization meeting is on August 9, 2010.

A motion was made by J. Goldstein and seconded by P. Gates to reduce the membership of the Planning Commission from 9 members to 7 members. Motion passed unanimously.

Administrative Assistant N. Cleveland was asked to determine if statutes determine the length of Planning Commission terms.

Sewer Department

Owner of Simon Operations Services (SOS), Mark Simon and sewer system operator Nathaniel Fredericks were present to discuss the option of renewing the current contract for sewer operation services with SOS. The current contract expires on August 1, 2010. The renewal contract would expire July 31, 2013. Discussion ensued on the terms of the contract.

A motion was made by P. Ainsworth and seconded by P. Gates to renew the sewer operations contract with Simon Operations Services for a three year period. The motion passed unanimously.

Sewer Study

Sewer system operator Nathan Fredericks updated the Selectboard on the progress of the ongoing sewer study. TV work is needed to locate areas of the collection system that are prone to infiltration of ground water, storm water, or sump pumps in residents. He also reported that the aeration system in the lagoons, the chlorine contact chamber and valve replacement will be addressed in the sewer study.

Sewer Rate

Discussion ensued on the current billing period for municipal sewer use.

A motion was made by P. Ainsworth and seconded by E. Amsden to set the sewer rate \$.0135 for the current billing period. Discussion ensued on the process of establishing the current sewer rate. P. Ainsworth withdrew the motion she made and E. Amsden withdrew his second of the motion.

Discussion ensued on the process used to determine the sewer rate. Administrative Assistant N. Cleveland to provide additional documentation on the sewer rate for the Selectboard to review.

VT 18 LTD – Sewer Allocation

Discussion ensued on the final connection/sewer allocation for VT 18 LTD. The allocation is for four new apartments to be finished in an existing apartment building.

A motion was made by P. Gates and seconded by J. Goldstein to approve the final sewer connection for VT 18 LTD located at 417 South Windsor Street. The motion passed unanimously.

Rainbow Street road closure

Rainbow Street will be closed on Thursday from 8:00 a.m. until 12:00 p.m. as a water pipe will be installed to serve the sprinkler system to be installed at the Crossroad's Bar and Gill. The Selectboard would like to notify residents on Rainbow Street prior to the work being performed.

Highway Grants

Administrative Assistant Cleveland reported that the town's grant application's to the state of Vermont for paving and for the repairs to the Mill Road retaining wall have been approved and he is awaiting receipt of the executed documents. Discussion ensued on the need to coordinate the retaining wall project and Administrative Assistant Cleveland suggested that when the engineering is done for the retaining wall the Selectboard should consider including the engineering for reconstruction or repairs to bridge #27 on Mill Road which is connected to the retaining wall.

Administrative Assistant Cleveland was asked to develop a draft request for proposals for the engineering required for the Mill Rd. retaining wall, and bridge reconstruction (bridge #27).

Otto Merrill Rd. Culvert Installation

A resident on the Otto Merrill Road has contacted Road Foreman R. McCrillis to ask permission to install a culvert on the class 3 portion of the Otto Merrill Rd. There is an existing run off that the culvert will direct storm water runoff into. Mr. Peter Laramie will provide and install a culvert at no cost to the town. The road foreman believes that this will help reduce the maintenance cost associated with that portion of the road. The Selectboard agreed to allow the culvert to be installed contingent on the work be performed in accordance with the town's road standards.

Litchfield Lane

Road Foreman McCrillis reported that a resident on Litchfield Lane has done some ditching along the road including the installation of small culverts along the class 4 road. The road foreman has notified the resident that future improvements need to be brought to the Selectboard's attention prior to any work being performed. The Selectboard asked that Administrative Assistant Cleveland draft a letter notifying the resident's and the contractor to notify them that prior approval is required before any alterations to a town highway are made.

Bridge Street tree removal

Discussion ensued on the need to remove a tree that leans out over Vermont Route 14 by the intersection of Bridge Street. Road Foreman McCrillis was asked to contact the state of Vermont for assistance with traffic control. Administrative Assistant Cleveland was asked to contact the land owner to notify them of the need to remove tree.

Selectboard Minutes of July 13, 2010

P. Ainsworth noted that she had made some minor grammatical changes to the minutes but no logistical changes were made.

A motion was made by J. Goldstein and seconded by P. Ainsworth to accept the minutes of July 13, 2010 as amended. The motion passed unanimously.

Two Rivers Ottawaquechee Regional Planning Commission Basic Emergency Operations Plan

Discussion ensued on the updates that Administrative Assistant Cleveland and Emergency Coordinator Bob Quillia made to the Basic Emergency Operations Plan. The plan will be submitted to the regional planning commission when approved.

A motion was made by J. Goldstein and seconded by P. Gates to adopt the revised Basic Emergency Operation Plan. The motion passed unanimously.

Royalton Memorial Library / Branch Library

P. Gates updated the Selectboard on the needed repairs at the Royalton Branch Library and the Royalton Memorial Library. He noted that the insulation at the Branch Library needs replacement and there are small trees that need to be removed in the back of the building. The Selectboard reviewed a quote for the Branch Library work and asked that Administrative Assistant Cleveland get additional quotes for the work. The Royalton Memorial Library needs a heater to be replaced and Robert Tracey has been contacted to do the work.

Royalton Academy Building

Administrative Assistant Cleveland reported that the Weight Watchers group who leases the meeting space on Tuesday evenings has requested the use of the air conditioning. They have offered to pay an extra \$20.00 per month on their lease for the use of the air conditioning.

A motion was made by J. Goldstein and seconded by P. Ainsworth to approve the request and increase the rental rate to \$226.00 per month. The motion passed unanimously.

Proposed Town Office Building

Administrative Assistant Cleveland reported that Walter Hastings had contacted Mink Brook Management (a construction consulting firm) to inquire on the possibility of their company working with the town to create various budgets for the proposed town office building. These budgets would show the cost of different construction methods (ie; wood frame, modular, panelized etc.). Mink Brook Management has offered to do the work pro-bono. Discussion ensued, no action was taken.

Payroll

Discussion ensued on the need to have an alternative authorized official to sign payroll.

A motion was made by P. Gates and seconded by P. Ainsworth to authorize the Chairman and the Vice-Chair of the Selectboard to sign payroll. The motion passed unanimously.

Request to use the South Royalton Green

Discussion ensued on the request by Bob White Dairy Systems to use the South Royalton Village green for a promotional event that would include a cow in an enclosure for public viewing.

A motion was made by P. Ainsworth and Seconded by J. Goldstein to approve the use of the South Royalton Village Green by Bob White Dairy Systems from 3:00 p.m. to 6:00 p.m. on August 25, 2010. Discussion ensued on the need for stipulations for the event. P. Ainsworth amended her motion to include the use of a tarp and sawdust to be placed on the ground where the enclosure will be set up and hand sanitizer is available for attendees. E. Amsden seconded the amended motion. Discussion ensued on the possible state health and agriculture regulations that may pertain to the event. A motion was made by E. Amsden and seconded by J. Goldstein to table the subject until the next Selectboard meeting. The motion passed unanimously.

Administrative Assistant Cleveland was asked to research the State of Vermont Health and Agriculture Department regulations that would pertain to the event in question.

Accounts Payable

The Selectboard reviewed and signed the accounts payable vouchers.

Bloss Ballou Road

Administrative Assistant Cleveland reported that the survey for the disputed northern section of the Bloss Ballou Road has been completed. No action can be taken until the town's attorney can confirm the accuracy of the survey.

A motion was made by E. Amsden and seconded by P. Ainsworth to move into executive session to discussion pending litigation. The motion passed unanimously.

Entered executive session at 11:05 p.m.

Exited executive session at 11:15 p.m. with no action taken.

Carpenter Recreation Field

Administrative Assistant Cleveland reported that he received an e-mail from Ms. Bryar who owns land abutting the Carpenter Recreation Field to the north. The Selectboard reviewed the e-mail and discussion ensued on Ms. Bryar's concerns that included people trespassing on her property, a sand pile being placed on her property, and people using her land to access the recreation fields.

A motion was made by E. Amsden and seconded by P. Gates to hire Gordon Barnaby to install a split rail fence along the property line between the Bryar property and the Town owned Carpenter Recreation Field. The motion passed unanimously.

Meeting adjourned at 11:20 p.m.

**Respectfully submitted by:
Nathan P. Cleveland
Administrative Assistant**