

**Town of Royalton
Regular Selectboard Meeting
April 22, 2008
Knights Opera House**

Meeting Called to Order at 7:00 PM

Selectboard Members Present: Larry Trottier, Peg Trombly, Ernie Amsden, Peggy Ainsworth, and John Dumsville

Public Present: Mary Demar (Royalton Academy Building Manager), Dave Whitney (Fire Chief), Corinne Ingraham (Rescue Squad Leader), Roger McCrillis (Acting road Foreman) Randy Leavitt (Randolph Herald Correspondent), Randy Carron, Tom Trottier, Paul Whitney, Donna Carpenter, Brandon McAdams, Danielle Clark, and Administrative Assistant Nathan Cleveland.

Selectboard Chairman Larry Trottier called the regularly scheduled meeting to order at 7:00 PM.

Nathan C. noted that Danielle Clark had come to the meeting to make an inquiry to the Towns Police Procedures, and request information pertaining to an accident that she was involved in. Nathan C. informed her that the Police Department has been waiting for information from both Danielle C. and the other party involved to complete the accident report. It was also noted that the department has 30 days to complete the report.

Larry T. asked for a report from Mary Demar on the operations of the Royalton Academy Building.

Mary D. reported that the light bulbs would be replaced with energy efficient bulbs. She recommended that the older bulbs be used in town owned buildings. She also recommended that the front door be looked at by a carpenter. There is a crack in the middle of it that lets lots of hot air out in the winter, and the door does not lock well. She also stated that it seems that the back door was in need of repair. It appears that somebody attempted to force entry to the building and the casing is broken. She also reported hiring a grounds keeper. Larry T. noted that a contractor had already been hired to do the grounds keeping and that Mary should contact the person she hired and inform them. Peg asked that the contractor hired by the Town be called. Peg T. asked Mary to contact Dale Thresher the hired grounds keeper. Mary continued her report and asked that a couple of heavy pieces of furniture be removed from the upstairs hallway. She also noted that there are still some items that need to be removed, and she is unsure who the items belong to. Mary also noted that the building is being booked on a regular basis. Peg T. asked to have Mary show the Selectboard a record of the rentals.

The Selectboard thanked Mary for her hard work and service.

Larry T. welcomed the fire department and rescue squad to the meeting. He asked for a report from both parties so that all of the different organizations in town could stay on the same page. Larry noted that the Town had some idea of the "Hope property" that had been purchased for both Town offices and the fire department.

At this point Fire Chief Dave Whitney stated that the department is interested in having half of the "Hope property" that was recently purchased be turned over to the Fire Department. The department is concerned with the possibility of not being able to keep the station. Dave W. asked that Corinne I. inform the Selectboard of her difficulties in finding enough volunteers for covering shifts.

Corinne I. representing the rescue squad noted that because it is difficult to cover the daytime calls the Town must frequently call for backup from surrounding towns including, Randolph, Hartford and the private rescue firm Third Branch Rescue. Corinne noted that the first option is to move to paid personnel or contract with a firm like Third Branch. This was noted to be quite expensive as this service costs towns between \$80,000 and \$90,000. If the town were to start relying on paid personnel it would have to invest in a better updated facility that would provide living space for the members of the rescue squad. The coverage problem comes from the fact that they attempt to have three people respond to calls, including a male and a female EMT. Former fire chief Paul Whitney noted that when needed the Town of Hartford would meet our Rescue Squad at the I89 Rest Area in Sharon for transfers. Asked if the rescue squad has members from VLS Corinne noted that they had always had

members who were students at VLS. Larry T. asked what the cost of having paid rescue personnel would be. Corinne noted that the Rescue Squad had yet to research that.

The Fire Department noted that attempts to have an emergency access to I-89 from the Oxbow Rd. had been shot down seven times. The problem with the location is there is not enough line of sight and that the Federal requirements are 1500 feet and what we have is 750 feet.

John D. wanted to extend a thank you from the Selectboard for the time and service that the members of the Fire Department and the Rescue Squad devote to the Town.

Dave W. inquired about the timing of the paving project on South Windsor St. He noted that a water pipe was to be replaced and thought it would be best to prolong any paving until the pipe was replaced. Roger M. noted that the paving on South Windsor was a patch job and that it could be coordinated to be done after the water pipe is replaced. Peg T. asked Nathan C. to invite the school engineer and water department to meet at an upcoming Selectboard meeting. Dave W. also expressed a hope to work with the town to build if the town builds a new town office which he hopes would be on the land that was designated as town offices and for the Fire Department. Whatever is built he hopes would be built with the intention of expanding to meet future needs. Paul W. is concerned that the town is looking to build a building that is not needed. Larry T. asked that if any issues arise to please keep the Selectboard informed. John D. asked that the Prudential Board visit with the Selectboard about the new water line.

Larry T. welcomed Donna Carpenter to the meeting to speak about the Gilman Rd. slide. Brandon McAdams was also present to help field any question that Donna C. may have. Brandon M. is a civil engineer student at Norwich University. Larry T. also welcomed the Town Constable Dennis Stamulis and his wife. Dennis S. noted that he had passed the written exam and he would be participating in the Part time law enforcement training through the Vermont State Police training in Pittsfield. Dennis S. wanted to thank the board for helping him with this training.

Donna C. is concerned that when the road had slid years earlier the engineers had noted that the water was coming from the upper field on the South side of the Gilman Rd. She noted that the engineer concluded that any plan needed to incorporate a good drainage design. She also noted that she is willing to work with the town to relocate the road and this would have to be done at a fair rate to her as a landowner. Roger noted that at this point the buses have been notified. Donna C. is a bit confused with the current plan. Roger noted that the plan would make a one lane road that would allow truck traffic to continue. Any of the work that is to be done will be included in "Phase I". The work that will be done will include cutting trees and filling the slide area. Roger M. noted that "Phase II" would involve moving the road away from the slide to a more stable area. To help move the process along and to keep Donna C. informed an 8 AM meeting was scheduled with Donna and Roger to mark the trees that would have to be removed. It was also noted that to meet the requirements of the Emergency grant funds all estimates must be broken down to include total costs of Equipment, Material, and Labor. The whole process must start immediately.

Larry T. stated that Applied Research would like to test a new road product. He was thinking that Royalton Hill would be a good spot to test the product that is designed to reduce frost heaves and muddy areas of roads. Larry asked Roger M. if he thought that this would be a good thing to test and Roger believed it would be a good idea. Discussion followed concerning the cost that the town would incur and it was decided to contact representatives of Applied Research and notify them of the Towns interest of the product. A motion was made by Ernie A. to contact Applied Research and notify them of the interest in the project. Motion was seconded by Peg T. Larry T. asked for further discussion. Upon hearing no further questions Larry T. called for a vote. The Motion carried unanimously. Larry T. asked Nathan C. to contact Applied Research and notify them that the Selectboard supports the project and to ask what is needed from the town.

Larry T. reported on the Boss Ballou Rd. Larry stated that it is quite obvious that the old Dodges Rd existed. Stone walls were evident, and that the lawyer representing the town had requested that the judge be invited to a site visit to give them a better visual of the site in question.

Larry T. asked Roger M. to update any issues with the highway department. Roger noted that the State was happy with the estimate to fix the 2006 truck. He noted that the town could go with Gateway to perform the repairs as they provided an estimate for repairs. Roger also asked if he should pursue a price on the hood and replacement parts for the town to repair the truck themselves. The Selectboard

asked that Roger find out the price of replacement parts from L&B Inc. Roger also noted that Kenco Inc. would fix all of the truck bodies at no cost to the town. The Grader also has some repairs that are needed. Roger had Nathan C. contact the League of Cities and Towns to start the insurance claim process. Based on the conversation with Dave Whitney, Roger stated that he would hold off on the paving project on South Windsor St. Larry T. asked Nathan C. to contact the school board to find out when their project would take place. It was also asked that Nathan C. check to see what money was left on the paving grant. Roger then told the Selectboard that an advertisement for a roadside mowing operator was needed to be placed in the Randolph Herald. Roger also stated that the town snow blower would be brought back to the Town. Larry noted that for insurance purposes the snow blower should be returned. Roger noted that the bucket on the loader should be replaced if the town did not pursue purchasing a new loader. The current loader also is not showing six months of work when the hour meter was not working. Because of this malfunction the loader has close to 7,000 hours on it. Peg T. asked if bids had been received for a new loader. Roger noted that both John Deere and Case had provided bids. It was agreed that the town should compare the different brand of loaders and test them prior to deciding on a company. Roger inquired what had been decided on for the crosswalk painting.

Randy Leavitt of the traffic committee shared the ideas that had been generated. He presented a diagram of the proposed improvements to crosswalks, and parking issues on Chelsea St. Bob Hull who helped suggested using angled parking on Chelsea St. It was also noted that the Fire Department had expressed their opposition to any one way traffic in town. The committee also recommended adding a stop line by the post office and adding new crosswalks. The Selectboard asked that Nathan C. request the assistance of a civil engineer to help with marking an unloading zone on Chelsea St. Larry T. asked that the painting begin prior to the May 13th meeting. Larry asked that the existing crosswalks and angled parking on Chelsea St be the first things to be painted. Randy also noted that removing the old trough at the corner of the Chelsea St would greatly improve the traffic situation in town. Ernie A. suggested that the Woman's Club be contacted to hear their opinion on the moving of the trough as they maintain the flowers that are planted every year.

Randy L. updated the Selectboard on the work that the Park Committee had been doing. The Committee had found that a water fountain and a portable toilet would be good additions. The Committee also requests that the old cement bench be removed. It was also noted that the location of trash cans be reconsidered and that the addition of benches be explored on the new band stand. It was also asked that the Police Department be notified of the ongoing issue of dogs on the green.

The Selectboard now continued with ongoing business. The first of which was to accept the meeting minutes of the past Selectboard meeting. John D. made a motion to accept the minutes. Peggy A. seconded the motion and Larry T. called for a vote on the motion. The motion passed unanimously. Peggy A. noted that minutes were needed to be accepted for the quorum at Gilman rd. when members of the Selectboard met with Trevor Starr (State of Vermont Agency of Transportation, District 4 Technician) and Chris Benda (State of Vermont Soils)

The Royalton Republican Committee had approached Nathan C. requesting a place to hold their monthly meeting. They had requested using the Knight's Opera House. Peg T. noted that it would not be wise to set a precedence of allowing political groups to use town meeting space.

Peg T. requested that Nathan C. contact Linda Matteson to clarify the ruling on J. Lofgren's property.

The Selectboard asked for a member to volunteer to check the town's payroll. Peg T. volunteered. A motion was made by Ernie A. to appoint Peg T. as the Selectboard's representative to approve the Towns payroll. The motion was seconded by John D. Larry T. asked for further discussion and John D. asked to have an alternate in case the appointed representative could not make it. Ernie A. moved to appoint Peggy A. as an alternate. John D. seconded the amended motion and Larry T. asked for further discussion, hearing none called the motion to a vote. The motion carried unanimously.

The board then reviewed requested overweight vehicle permits. A motion to accept the permits that were completed with certificates of insurance was made by Peg T. and seconded by John D. Larry T. asked for further discussion and hearing none called the motion to a vote. The motion carried unanimously.

The board then reviewed the Fitz-Vogt enterprises application for catering permits. John D. made a motion to approve the applications for catering permits from Fitz, Vogt Enterprises. Ernie A. seconded

the motion, and Larry asked for any further discussion and hearing none called the motion to a vote. The motion carried unanimously.

The board then reviewed requests for liquor licenses. Peg T. made a motion to pass all completed requests. Ernie A. seconded the motion. Larry T. asked for more discussion and hearing none, called the motion to vote. The motion passed unanimously.

Ernie A. asked that Nathan C. contact the surveyor who had been contracted (Larry Swanson) to survey the Lovejoy turnaround and coordinate with Walter Hasting.

Peggy A. noted that the EC Fiber Network had been denied funding. The Selectboard noted that they were aware of the issues.

Peg T. noted that the Town should pursue a competitive bid for fuel purchases and asked Nathan C. to research the possibilities of joining a fuel club and piggybacking with the School District.

Peg T. asked if Nathan C. was able to complete his tasks in the hours that had been decided on. (The Selectboard office is open Monday through Friday from 8 AM to 3 PM). After discussion it was determined that an additional hour a day could be helpful on different occasions. Larry T. noted that he would be willing to extend the office hours if situations called for extra time. Peg T. made a motion to authorize an extra hour per day for the next six months as needed. Peggy A. seconded the motion. Larry T. asked for further discussion and hearing none called the motion to a vote. The motion carried unanimously.

Larry asked if there was any further business to be heard.

Peg T. asked that the Women's Club, the Water Board, and the School Board be contacted. She also asked that Roger M. be contacted to coordinate trash pick up for Green up Day.

Peggy A. made a motion to adjourn the meeting.

Larry T. seconded the motion to adjourn. Hearing no further discussion the motion was voted on and the motion carried unanimously.

Meeting adjourned at 11:00 pm

Respectfully Submitted by Nathan Cleveland

Town of Royalton
Selectboard
Monday, April 14, 2008
Minutes
Joint session with Planning Commission
Knight's Opera House, 7:00 PM

Attending: Peggy Ainsworth, Ernie Amsden, John Dumville, Peg Trombly, and Administrative Assistant Nathan Cleveland and Randy Leavitt, Randolph Herald correspondent.

Not Present: Larry Trottier

Vice Chair Peg Trombly called the select board to order after sitting in on the first part of the Planning Commission meeting. The Selectboard entered into their meeting at 8:00 p.m.

Get Well Card, Wayne Manning; Administrative assistant Nathan Cleveland informed of new business to be discussed the first of which was a get well card for Wayne Manning to be signed by the Selectboard.

School Addition, sewer allocation; Terry Schaefer, the engineer for the school addition needs a road permit and town sewer application sent to him. Upon discussion it was decided that the Selectboard would require more information from the school prior to issuing a permit.

Vehicle Excess Weight Permits; A motion by Peg was made to sign any completed excess weight permits for vehicles traveling over town roads. Peggy Ainsworth seconded and the motion passed.

The motion passed unanimously. All permits that were complete with their payment and certificate of insurance were signed by Vice Chair Peg Trombly. One application was signed with Ernie Amsden asking if the one vehicle on a fleet permit was a clerical mistake. Peg asked Nathan to check with the company (Stephen Montgomery Logging, Inc.) to be sure that there was not a mix-up.

The Waste Water report from Simon Operation Services, Inc. (SOS, Inc.) was deferred until the April 22, 2008 meeting to allow the Selectboard time to review the report. Nathan reported that Nate, of SOS, Inc. was predicting the sewer treatment plant was going to be over their permitted intake. Discussion followed on the reason that the plant would be over the allowed intake limits set by the state and how to relate this issue to the public. Ernie asked how the Town could go about inspecting hook-ups to assure that "sump-pumps" were not being emptied into the town sewer lines.

Peg Trombly asked the question of contacting Mark Simon of Simon Operation Services, Inc. to help with the situation. Ernie Amsden asks the Admin assistant to check past SB meeting minutes to check Marks attendance record. The Selectboard believed Mark is required by the contract with the Town to attend a SB meeting every three months.

Road Access Permit for Jamey Kenney; The new admin assistant inquired about the proper way to have a permit approved. The Board advised Nathan of the procedure and advised him that Jamey must mark the access point of his driveway with blue flags and then have the road Foreman approve the location and make any recommendations, and then the planning commission would review and pass on to the SB for their final approval.

Public concerns or Appointments;

Gilman road, and Happy Hollow Rd. A land slide on Gilman road created a serious safety hazard. The road crew has addressed the issue by placing "jersey barriers" around the "land slide" reducing the road to one lane. Due to the severity of the slide and the potential for further damage Peggy advised Nathan to research possible sources for funding the repair project. Peg Trombly stated that the District 4 Transportation office be contacted, and ask for any funding assistance. Other resources to check with were VT local roads district office, Two Rivers Ottauquechee Regional Commission (TRORC) and a discussion of possibly moving the road away from the steep bank followed. Peg suggested pulling the old file on the work that had been done in 1999 on Gilman Rd.

The Selectboard was made aware of a citizen complaint about the condition of Happy Hollow Rd. and the citizen's wish to circulate a petition for the Road Commission.

John Dumville made the Selectboard aware of a request by Theron Manning to look into the drainage problem possibly caused by a culvert failure on N. Windsor st. by the Brock household. Also Theron Manning is concerned about the standing water that forms from run-off from Albee O'Hara's storage yard and the railroad. At this point it was unclear if this was an issue for the Selectboard to take up due to the fact that it may be a problem from the drainage ditch on private property. John advised to have the road Foreman review the problem and have Roger update the Selectboard

Ernie asked how the Highway department was recording equipment time, and if there was a possibility of inaccurate recording. Peg stated that she had spoken with Sally from VT Local Roads about getting Nathan and Roger MSDS training. Peg asked Nathan to follow up with Sally.

John asked if there was a key box that could be purchased to help organize and better track the many keys to Town buildings. John also asked that the Academy Building's rental and contact information be updated. John also asked that the new Selectboard Office hours be changed on the office answering machine. John advised Nathan that he should notify both the Selectboard Chairman and the Town Clerk if he needed to take a sick day. Peg asked Nathan to present a detailed time card at the next Selectboard meeting.

Ernie asked what vacancies would be coming up on the Planning Commission and Ancient Roads Commission. Peg stated that it would be a good idea to run an advertisement in the Randolph Herald notifying the public of the vacancies. Randy Leavitt, the Herald's correspondent asked that the agenda and any other pertinent information be forwarded on to him.

Peg made a motion to adjourn the meeting. The motion was seconded by John and passed unanimously. The meeting was adjourned at 9:05 PM.

Respectfully submitted by Nathan Cleveland, Administrative Assistant

**Town of Royalton
Selectboard
Tuesday, April 8, 2008
Minutes
Knight's Opera House, 7:00 PM**

Attending: Peggy Ainsworth, Ernie Amsden, John Dumville, Peg Trombly, and Larry Trottier

Invited Guests arriving after Executive Session at 8:10 PM: Chief Robert Hull and reporter Randy Leavitt

Chair Larry Trottier called meeting to order at 7:00 PM. Peg Trombly mentioned that she had called Roger McCrillis and Randy Leavitt to let them know the Board would be in Executive Session from 7:00 – 8:00. Roger said he had gotten no prices on a loader or bucket and may be able to attend the meeting after 9:30 PM if we were still meeting. Peg had also updated the agenda for tonight's meeting.

Motion made at 7:05 PM by Peg Trombly, seconded by Peggy Ainsworth, to go into Executive Session to discuss personnel issues dealing the final interviews of a candidate for the position of Administrative Assistant. Attending were Deborah Mullen and Town Clerk/Treasurer Theresa Harrington. Motion to come out of Executive Session at 7:30 PM made by Peg Trombly, seconded by Peggy Ainsworth. No action taken.

Theresa Harrington said the Town Offices needs a new vacuum cleaner and that they prefer a canister type cleaner. She has checked around at various places for price and model. Motion made by John Dumville, seconded by Peg Trombly, to spend up to \$200.00 on a suitable vacuum cleaner. Motion amended by Larry Trottier and seconded by Peggy Ainsworth to increase up to \$300.00. Amendment carried and original motion passed to allow Theresa to purchase a vacuum for up to \$300.00.

Motion made at 7:40 PM by Peg Trombly, seconded by Peggy Ainsworth, to go into Executive Session to discuss personnel issues dealing the final interviews of a candidate for the position of Administrative Assistant. Attending were Nathan Cleveland and Town Clerk/Treasurer Theresa Harrington. Motion to come out of Executive Session at 8:05 PM made by Peg Trombly, seconded by Peggy Ainsworth. No action taken.

While meeting in Executive Session Herb Crawford appeared and Chair Trottier asked if he could return in fifteen minutes after we closed Executive Session. Crawford mentioned he had something he could do and would return. (He never returned to meet with the Board.)

A letter had been received from recently elected First Constable Dennis Stamulis asking permission to attend the Vermont Police Academy, June 9, 2008, at no cost to the town, for training which would allow him to carry out specific duties and possibly work with other towns if assistance was needed. He had passed the written exam. Police Chief Hull recommended that Stamulis attend. Board agreed to support Stamulis' attending the Academy.

Hull also said he would attempt to have the South Royalton Traffic Committee meet prior to the next Selectboard meeting to draw up parking and traffic pattern plans for presentation to the Board prior to the road crew repainting the parking and crossing lines before the VT Law School's May graduation.

Treasurer Theresa Harrington had reviewed the low proposal submitted by Angolano & Company for the Town Audit. The contract price is for \$7,700.00 plus \$1,000.00 for a Single Audit if required. Theresa mentioned that this firm audits the Supervisory Union budget and they are pleased with the results. Peg Trombly made motion, seconded by Ernie Amsden, to accept the proposal. Motion passed.

Motion made by Peg Trombly, seconded by Ernie Amsden, to approve the minutes of April 1, 2008, April 3, 2008 and April 7, 2008 with the correction of the error in date for the April 1st meeting from April 2nd to April 1st. Motion passed.

Police Chief Robert Hull presented three parking ticket issues. Anna Skubikowski has two overdue overnight parking tickets for parking on Windsor Street in front of the Green which interfered with snow removal. Motion made by Ernie Amsden, seconded by John Dumville, to let the tickets stand

and require payment. Motion passed. John Meyer has been parking along the traveled portion of the road on Acton Place and was issued a ticket which he appealed. He had been notified of the violation by Hull a number of times. Motion made by John Dumville, seconded by Peg Trombly, to let ticket stand and require payment. M. Granger Morgan had ticket issued for overdue parking on Chelsea Street in front of the business block and felt there was not enough posted signs for the two-hour parking limit. The Board's feeling was there was adequate signage and the ticket was to stand. Motion made by Ernie Amsden and seconded by Peg Trombly. Motion passed. Lois Gross, who operates the new deli on North Windsor Street in the Freck's Block, has requested the parking signs for 15 minute parking in front of her new business be changed to two-hour parking like similar areas in the village and that the spaces be designated only for deli parking. With the change of use from a walk-in coffee shop to a sit-down deli it made sense to the Board to change the sign and to review the town parking ordinance. Motion made to change the signs to two-hour parking but not limit it to only deli parking was made by John Dumville and seconded by Ernie Amsden. Motion passed. Road crew will be asked to make the sign change.

Police Chief Hull mentioned that the Feds and our office had misplaced the file on NIMS dealing with mutual emergency management and that the Board needed to approve the acceptance of the plan which meets with the agreement with the South Royalton Fire Department and Rescue Squad. After review the Board voted to accept the plan.

The Fire Department has notified Robert Hull that the fire hydrants at Vermont Law School are blocked by cars limiting the Department's access to the hydrants. Peg Trombly will talk with Will Hastings at VT Law School and Will will see to it that the problem is corrected.

A grant report for June 13th to the Department of Housing and Community Affairs on the Municipal Planning Grant will need to be completed and filed. Peg Trombly will notify Planning Commission Chair Jo Levasseur of the status and we will discuss it at our joint meeting with them on April 14th. Chair Larry Trottier also asked JoJo's opinion on reducing the Planning Commission from 9 members to 7 members. She felt it might also be good to reduce the terms for the appointed members from four to three years to encourage and attract more people to volunteer to be members of the Commission. This too will be discussed at the April 14th meeting.

Pam Leggett representing FitzVogt at Vermont Law School has requested the Selectboard grant annual blanket permission for VLS catered events at the Chase Center, Hoff Lounge, Oaks Hall, and Debevoise Hall. Motion made by Ernie Amsden, seconded by Peggy Ainsworth to grant approval. Motion passed.

Terry Shaefer has said the school needs a road permit and sewer appropriation for the new gym addition. Board didn't feel one would be needed but Theresa Harrington will look into it.

Two overload road permits were received: Pike Industries and Granite Importers. It was felt they should be notified of our bridge weight limits. Granite Importers would probably only be using the short section of Royalton's Christian Hill Road so that permit was granted but both will be told of the bridge limits. Motion made by Ernie Amsden, seconded by Peg Trombly, to sign both of the permits. Motion passed.

Treasurer Theresa Harrington has sent Jackie Higgins her payment for 12 vacation days with the approval of the Selectboard. Other orders were signed.

Chair Trottier called a representative of John Deere to get a rough estimate on the replacement of a loader. The original quote was for \$186,000.00 with town discount and trade-in reducing it to \$127,500.00. There would be a one-year warranty and 3 service calls on a "544 Model." There were many questions on the various options and extra details offered which will require additional research. Larry feels Case and Caterpillar would have similar prices but more research is needed before any decision is made. Also discussed was the possibility of a 2, 3, or 5 year lease option.

Attending the April 22nd Selectboard meeting will be the South Royalton Fire Department to discuss their future needs. It's felt meeting with the various boards, such as the School Board, makes us as town representatives better at long-range planning.

Peggy Ainsworth asked Randy Leavitt to ask Bushrod Powers to put in the paper then the Farmer's Market would begin. Members need to sign up to participate.

Motion made at 9:48 PM by Peg Trombly, seconded by Peggy Ainsworth, to go into Executive Session to discuss personnel issues dealing the appointment and

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hiring of an Administrative Assistant. Motion to come out of Executive Session at 10:00 PM made by Peg Trombly, seconded by Ernie Amsden. No action taken.

Motion made by John Dumville, seconded by Ernie Amsden, to offer the position of Royalton Administrative Assistant to candidate Nathan Cleveland of Braintree. Pay would start at \$13.00 per hour for a 90 day probationary period then go up to \$13.50 per hours. Insurance after 90 days with 10% co-pay, 1 year retirement and two-week vacation. Peg Trombly would notify him of our decision. Motion passed unanimously.

Ernie Amsden volunteered to draft letters to be sent to applicants we interviewed who had applied for the position once we hear from Nathan Cleveland. Earlier emails had been sent to applications we did not interview. Peggy Ainsworth and Peg Trombly will come into the town office Wednesday afternoon to sort out various details. The Board also agreed it was time to review our Employee Handbook for revisions and updates and will set up a date and time to do this.

Meeting adjourned at 10:20 PM.

Respectfully Submitted:

John P. Dumville, Clerk

**Town of Royalton
Selectboard
April 1, 2008
Minutes
Knight's Opera House**

Members Attending: Peggy Ainsworth, Ernie Amsden, John Dumville, Peg Trombly, and Larry Trottier.

Chairman Trottier called the meeting to order at 7:00 PM.

Motion made by Peggy Ainsworth, seconded by Peg Trombly, to go into Executive Session at 7:05 PM to discuss personnel issues dealing with the appointment of a public official. Attending was Ilerdon Mayer. Motion made to come out of Executive Session at 7:30 PM by Peg Trombly, seconded by Peggy Ainsworth. No action taken.

Motion made by Peggy Ainsworth, seconded by Peg Trombly, to go into Executive Session at 7:32 PM to discuss personnel issues dealing with the interview of an Administrative Assistant. Attending was Donna Easter. Motion made to come out of Executive Session at 7:45 PM by Peggy Ainsworth and seconded by Peg Trombly. No action taken.

Motion made by Peggy Trombly, seconded by Ernie Amsden, to approve the minutes of March 25th and March 26th with the change of the word "as" to "has" in the final line of the paragraph on EC Fiber on the Minutes of March 25th and the change of the name of Audrey Frary in two places to Lynn Irish in the Minutes of March 26th. It was also noted that on the agenda of April 1st the meeting location should be Knight's Opera House rather than the Academy Building and at the bottom for the Meeting Schedule the meetings of 4/14/08 & 4/28/08 are for the Planning Commission and not the Academy Meetings. Motion approved.

The Selectboard agreed they would attend the Planning Commission meeting of April 14th to discuss the Times & Seasons issues and concerns.

At the Selectboard meeting of April 8th Roger McCrillis will be invited to review Highway issues. Herb Crawford has been asked to attend to discuss his family's decision on the sale of the Knight's Opera House.

First Class liquor licenses were approved by Fitz Vogt Catering, 5 Old Nugget Tavern and Grill, and

Village Pizza. Motion moved by Peg Trombly, seconded by Ernie Amsden and approved.

Motion made by Peg Trombly and seconded by Ernie Amsden, to go into Executive Session at 8:03 PM to discuss personnel issues dealing with the interview of an Administrative Assistant. Attending was Karmen Bascom. Motion made by Larry Trottier and seconded by Ernie Amsden at 9:30 PM to come out of Executive Session. No action taken.

Motion made by Ernie Amsden and seconded by Peggy Ainsworth to sign the EC Fiber Interlocal Contract following the few recommendations offered by Attorney Paul Gillies in his March 20, 2008 letter to Margy Becker of Sharon and Naomi LaBarr of Vershire. Motion approved.

No action was taken on the three Audit Bid proposals awaiting further information.

Motion made by John Dumville, seconded by Peg Trombly to appoint Illerdon Mayer Collector of Delinquent Taxes with the understanding regular meetings will be scheduled with the Selectboard and him to discuss schedules and procedures. Voting yea: Ainsworth, Dumville, Trombly and Trottier. Voting nay: Amsden.

Motion made by Larry Trottier, seconded by Peg Trombly at 9:09 PM to discuss employment of employee. Motion made by Peg Trombly and seconded by Peggy Ainsworth to come out of Executive Session at 10:35 PM. No action taken.

Peg Trombly agreed to schedule interviews for the following people for the position of Administrative Assistant for Thursday, April 3rd beginning at 6:30 PM for the following: Kelly Garlinghouse, Deena Morey, Nathan Cleveland and a telephone speaker phone interview with Ann Fragnella.

Selectboard agreed to review and research a termination packet for retiring Administrative Assistant Jackie Higgins. Board will have a luncheon meeting at Eaton's Sugar House at noon on Friday, April 4th with Jackie Higgins to thank her for her service as Administrative Assistant.

Motion made by Peg Trombly and seconded by Peggy Ainsworth to have Ernie Amsden sign payroll orders on Wednesday morning after reviewing them for accuracy.

Meeting adjourned at 10:55 PM.

Respectfully Submitted,
John P. Dumville, Clerk

**Town of Royalton
Selectboard
February 15, 2008
Minutes
Knights Opera House Building**

Member Attendance: Larry Trottier, Peg Trombly, Peggy Ainsworth, John Dumville, and Ernie Amsden

Public Attendance: Illerdan Mayer, Bernie Lewis, and Jackie Higgins.

Chairman Larry Trottier called the public meeting to order at 3:00 p.m. and conducted the following business.

PUBLIC CONCERNS/APPOINTMENTS

New Business:

Tax Sale – Discussion of tax sale issues. Mayer has delayed tax sales until later this spring/summer. Mayer stated that he had sent notices out regular mail giving the taxpayers a chance to set up a payment schedule before they were put up for tax sale. Mayer will work out a new policy for collections and tax sales. Communication between the Selectboard and the Collector of Delinquent Taxes will be more open in regards to tax sales and status of delinquent taxes. Mayer will attend the April 8 th Selectboard Meeting at 7:00 p.m.

Performance Reviews – reviewed performance review with Higgins.

Meeting adjourned 5:05 p.m.

**Respectfully Submitted,
Jackie Higgins**

**Town of Royalton
Selectboard
February 12, 2008
Minutes
Knights Opera House Building**

Member Attendance: Larry Trottier, Peg Trombly, Peggy Ainsworth, John Dumville, and Ernie Amsden

Public Attendance: Karen Kerin, David and Audrey Frary, David Bickford, Shawn Pickett, Tim Murphy, John Olmstead, Daphne Moritz, Frank Berk, Geo Honigford, and Jackie Higgins.

Chairman Larry Trottier called the public meeting to order at 7:00 p.m. and conducted the following business.

PUBLIC CONCERNS/APPOINTMENTS

David & Audrey Frary – Expressed their concerns with the way the tax sales are being handled. Frary's do not feel they should have to pay the legal fees and want a public apology.

Motion to contact Ilerdon Mayer

Karen Kerin – Praised the road crew on their efforts of keeping the streets cleaned of snow.

Kerin would also like to volunteer her engineering services with under drainage for the town.

School Board – John Olmstead stated that there is a 7.6% increase in the budget, this is due to the teacher contracts, bond payment, unemployment and workman's comp. insurance. The school is working on strengthening existing programs and adding science curriculums, AP Biology, physics and earth science. Working on a share resources project with the Chelsea School .

The roof needs repairing and the science lab needs to be updated.

The School Board is very comfortable with the direction the school is going in.

The School Board is currently working with the Prudential Board on a sprinkler system for the school and also working with Efficiency of Vermont on moving toward a more “green” environment at the school.

Highway:

New Business:

Tax Sale – Higgins to contact Collector of Delinquent Taxes to request that he pull the Tax Sale notices out of the Herald and schedule a meeting with him in regards to how the tax sales are being handled. Higgins to also contact Secretary of State with questions on procedures for tax sales

Parking Ticket Appeal – Motion to deny the appeal (Dumville/Amsden, unanimous)

Sewer Rate – Motion to set the sewer billing rate at .955 cents for the billing period of 7/07 to 12/07. (Trombly/Dumville, unanimous)

Web Page – Higgins to add web page to ongoing projects.

Executive Session – Motion to enter executive session 9: 10 p.m. for personnel issues (Dumville/Trombly, unanimous)

Motion to exit executive session 10:00 p.m. No Action Taken.

Minutes – Motion to approve 1/22/08 Selectboard Minutes. (Ainsworth/Dumville, unanimous)

Meeting Schedule – Reviewed

Payroll and Orders – Signed and approved.

Performance Reviews –

Meeting adjourned 9:55 p.m.

**Respectfully Submitted,
Jackie Higgins**

**Town of Royalton
Selectboard
January 22, 2008
Minutes**

Knights Opera House Building

Member Attendance: Larry Trottier, Peg Trombly, Peggy Ainsworth, John Dumville, and Ernie Amsden

Public Attendance: Jo Levasseur, Caleb Byerly, Neil Fox, and Jackie Higgins.

Chairman Larry Trottier called the public meeting to order at 7:00 p.m. and conducted the following business.

PUBLIC CONCERNS/APPOINTMENTS

Jo Levasseur – Planning Commission – Requesting Permission to apply for Municipal Assistance Grant for Land Use Workshops. Workshops would be open to townspeople and other surrounding towns would be invited. Permission granted.

Neil Fox – Green Mountain Economic Development Corp. – Motion to go into executive session to discuss contractual issues, 7:20 p.m. (Ainsworth/Trombly, unanimous)

Motion to exit executive session 7:55 p.m. (Ainsworth/Trombly, unanimous)

Motion to join GMEDC at a cost of \$500.00 for January 1, 2008 to July 1, 2008 . Funding sources from the Selectboard Planning Funds. (Dumville/Amsden, unanimous)

Highway:

Equipment – 2005 Truck waiting to hear back from CAT.

2001 Truck water pump replacement.

New Business:

Revolving Loan Fund – Amsden didn't go any further with changes to Revolving Loan Fund. He will contact GMEDC to help review guidelines.

Warning – Signed with changes.

Fire Warden – Motion to reappoint Donald Lovejoy to Fire Warden (Dumville/Ainsworth, unanimous)

VLS Use of Green – Motion to approve VLS use of the green for May 17, 2008 Commencements and September 13, 2008 Chase Race. (Amsden/Ainsworth, unanimous)

Minutes – Motion to approve 1/8/08 Selectboard Minutes. (Ainsworth/Dumville, unanimous)

Meeting Schedule – Reviewed

Payroll and Orders – Signed and approved.

Performance Reviews – Motion to enter executive session to discuss personnel issues 9:15 p.m.

(Amsden/Ainsworth, unanimous)

Motion to exit executive session 9:50 p.m. No Action Taken. (Amsden/Ainsworth, unanimous)

Meeting adjourned 9:55 p.m.

Respectfully Submitted

Jackie Higgins

Town of Royalton

Selectboard

January 8, 2008

Minutes

Knights Opera House Building

Member Attendance: Larry Trottier, Peg Trombly, Peggy Ainsworth, John Dumville, and Ernie Amsden

Public Attendance: Jackie Higgins.

Chairman Larry Trottier called the public meeting to order at 7:00 p.m. and conducted the following business.

PUBLIC CONCERNS/APPOINTMENTS

Highway:

Highway Mileage Certificate - Motion to sign Highway Mileage Certificate (Dumville/Trombly, unanimous)

Bloss/Ballou Road Update – Motion to have Attorney Stitzel attempt to find an acceptable alternative route for Bloss/Ballou Road that is acceptable by the Hodgsons, Benson Family and the Town of Royalton . This would have the stipulation that Hodgdon would pay for all costs of relocating the road. (Dumville/Trombly, unanimous)

Snow-blower – Barnaby using Trottier's snow-blower, making snow removal faster on the sidewalks. The sidewalks are safer for pedestrians. Selectboard needs to discuss future use of snow blower (rent/purchase). Discussion tabled.

Snow on the green – Amsden to speak with road crew about snow being dumped on the green.

New Business:

Revolving Loan Fund – Dumville doesn't feel that the town should be bankers. Amsden would like to see the RLF expanded to assist homeowners with repairs and weatherization. Amsden to investigate this loan process further. Tabled for further information.

Knight's Opera House – Higgins received purchase price from the Crawford's. Higgins will contact assessor to appraise the Knight's Opera House. Table discussion until further information is received.

VLS-Town of Royalton – Memorandum of Understanding – Motion to approve memorandum of understanding with amendments. Authorizing Higgins to sign on behalf of the Selectboard. (Amsden/Ainsworth, Yes-Trottier, Dumville, Amsden & Ainsworth, Abstained – Trombly)

PAF – VLS Allocation Extension Request – Motion to approve 6 month extension on 130 gallons per day allocation request from the VLS. (Dumville/Amsden, Yes-Trottier, Dumville, Amsden & Ainsworth. Abstained – Trombly)

Wedding on the Green – Motion to approve wedding on the green October 3, 2008 . (Dumville/Amsden, unanimous)

Fire Department - Lockbox - Motion to approve purchase of lockboxes for town buildings to be used by fire department in case of emergency to enter the buildings. (Dumville/Amsden, unanimous)

Performance Reviews – employee reviews for road crew and administrative assistant need to be scheduled.

Traffic Ordinance – tabled for further information – Chief Hull to do research on stop sign locations and bring back to the Selectboard.

Meeting adjourned 8:45 p.m.

**Respectfully Submitted,
Jackie Higgins**