

August 5, 2008

Royalton Selectboard Meeting
Knight's Opera House

Selectboard Present: Larry Trottier, Peg Trombly, Ernie Amsden, Peggy Ainsworth, John Dumville

Public Present: Planning Commission; Steve Judge, JoJo Levassuer, Rebbecca Beguin, David Brandau, Joan Goldstein; Roger McCrillis, Robert Hull, Theron Manning, Kevin Barnaby, Dave Anderson, Nathan Cleveland

L. Trottier called the meeting to order at 7:10 PM.

Planning Commission

L. Trottier thanked the Planning Commission for being present. Discussion was centered on the process for applying for Driveway Access Permits and the organization of the Planning Commission. J. Levasseur asked the board if the Driveway Access Ordinance was to be redrafted. She noted that the Planning Commission understood that it was a lengthy process, and that the process was in need of changing. E. Amsden was concerned that the driveway access permit was not used as a "backdoor zoning ordinance". J. Levasseur noted that old permits did not have terms of expiration as the current application includes. Discussion continued on the access permits and the access ordinance being followed by the applicants and the capabilities of the Selectboard's assistant to enforce said ordinance. It was noted that the Planning Commission had decided after discussing recommendations from the Selectboard, that the Planning Commission would fare well to reduce the number of seats on the commission from nine to seven. J. Levassuer noted that the surrounding towns had 5-7 member planning commissions. S. Judge noted that it was voted at the Planning Commission's last meeting to "recommend to the Selectboard," that the number of members be reduced.

P. Trombly made a motion to reduce the planning commission to seven members. J. Dumville seconded the motion.

J. Levasseur noted that she, S. Judge, from the Planning Commission, and E. Amsden and L. Trottier, from the Selectboard would conduct the interviews.

E. Amsden stated that he was unwilling to act on any change at this meeting. Discussion continued on reducing the number of members on the Planning Commission. J. Levasseur asked a date to be set for interviews.

J. Dumville and P. Trombly retracted their motions to reduce the planning commission to a seven member commission. Members agreed to consider the matter at the next meeting.

N. Cleveland was asked to set up interviews with the two applicants to start at 6:00 PM on Thursday, August 7, 2008. Appointing Planning Commission members would be on the agenda for August 12, 2008 if the interviews are complete.

Street Sweeping/Snow removal – Kevin Barnaby

L. Trottier welcomed K. Barnaby to the meeting and shared with K. Barnaby his concerns with the street sweeping position and snow removal on sidewalks in the village of S. Royalton. Discussion centered on the supervision and terms of the position and the pay scale associated with it.

N. Cleveland was asked to check the budget for the remainder of the fiscal year and present a rate and job description and work schedule to both the Selectboard and K. Barnaby.

Do Diligence – Knight’s Opera House

L. Trottier welcomed Dave Anderson to the meeting and asked D. Anderson to speak to the Selectboard on the options concerning the purchase of the Knight’s Opera House.

D. Anderson outlined his qualifications and expertise. He is a Technical Consultant who has worked with many budgets and the constraints that come with renovation projects. Among many other credentials he is a Technical Representative for VHFA. He recommended that based on the required do diligence the Town should attempt to measure whether the Knight’s Opera House would fit/comply with building codes and intended use (if space would be adequate). He suggests requesting 2-3 qualified architectural firms to perform a “fitness of use and compliance with code” evaluation comparing the Knight’s Opera House total cost to the total cost of building a new office facility on the S. Windsor St. property.

Discussion continued on how to best proceed with the do diligence that is required prior to a purchase agreement. Different building methods were discussed concerning any possible new construction.

N. Cleveland was asked to check possible Grant sources including VHCB, VHFA, VTRD and draft a very specific scope of work to submit to different architectural firms for estimates.

“Back Alley” Storm water Drain issue (Alley behind the Business’s on Chelsea St.)

L. Trottier welcomed Theron Manning and asked if he had any concerns.

T. Manning wanted to follow up on the “Back Alley” Storm Water issue. He had noticed that the drain had been cleaned out and that it revealed a metal plate that was blocking flow down the “Back Alley”, and wanted to know why the plate was in place.

R. McCrillis stated that the line was partially blocked to compensate for a partially collapsed line between two drains.

Discussion continued on the storm water drain issue and it was decided that N.

Cleveland would schedule camera work to assess the problem on the “Back Alley”

J. Dumville noted that if the line was broken it should be budgeted into next year’s budget. There are a lot of utility lines that need to be identified prior to construction. N. **Cleveland was asked to speak with Jeff Close of the Prudential Board.**

Highway Department

R. McCrillis reported on the highway department.

Gilman Rd. Project –

- Work should be completed by Friday August 8, 2008
- The town crew is scheduled to add the ditch material, grass seed, and final grading of the road. To date the Town is in good position to meet the 10% of funds needed to match the Town contribution required by the Grant agreement provided by the State.

Installation of Utility Lines across Town Roads –

- An issue arose on Oxbow Rd. where a utility line was installed without notifying the town of the proposed construction.
- It was noted that the owner was contacted and notified of the proper way to proceed with installing utilities across town roads.
- Specifications were provided of the location and depth of the lines that were installed.
- **It was also noted that the owner be contacted to pour concrete over the line in the ditch on the house side to protect the line from being disturbed.**

Salt Purchase Agreement

- VLCT has cancelled the group purchase initiative due to a lack of bids received.
- Price received from Cargill was better than that received from the lone bid for VLCT (Cargill = \$61.76 v. VLCT = \$62.76)

E. Amsden made a motion to sign the contract with Cargill Deicing Technologies at a rate of \$61.76 per ton. J. Dumville seconded the motion. L. Trottier asked for further discussion and hearing none called the motion to a vote. The motion carried unanimously.

South Windsor St. Paving

- **N. Cleveland was asked to find the cost to install risers on manhole covers to compensate for the recent paving.**

A motion to enter into executive session to discuss employee contracts was made by P. Trombly at 9:30 PM. The motion was seconded by J. Dumville. L. Trottier asked for further discussion and hearing none called the motion to a vote. The motion carried unanimously.

The Selectboard left executive session at 9:52 PM with no action taken.

The Selectboard authorized N. Cleveland to supervise and organize a schedule for street sweeping and snow removal with Kevin Barnaby.

E. Amsden made a motion to offer K. Barnaby \$15/hour with N. Cleveland Supervising. J. Dumville seconded the motion. L. Trottier asked for further discussion and hearing none called the motion to a vote. The motion carried unanimously.

L. Trottier asked if there was any further business pertaining to the Planning Commission.

N. Cleveland reported that there were two driveway access permits #08-10 and #08-11, the later had not been addressed by the Planning Commission. Discussion followed concerning access permit # 08-10.

J. Dumville made a motion to approve application # 08 – 10 (Bruce and Beth Nichols) for a driveway access permit. E. Amsden seconded the motion. L. Trottier asked for further discussion and hearing none called the motion to a vote. The motion passed unanimously.

It was asked that N. Cleveland contact the applicant # 08-11 (Bruce and Meg Kenyon) to ensure that the application process is followed.

Sewer Allocations

- **Eric Jacobs 415 - 421 S. Windsor St. Extension of Sewer Allocation**
- N. Cleveland noted that an extension was needed to ensure the connection would be in compliance with the ordinance.

The Selectboard asked N. Cleveland to contact Jeff MacDonald to check the connection to the municipal sewer line.

A motion was made by P. Trombly to extend the earmark of 1680 gal. J. Dumville seconded the motion. L. Trottier asked for any further discussion and hearing none called the motion to a vote. The motion carried unanimously.

- **Mark Albee – North St.**
- Allocation has expired and the project has changed

The Selectboard asked N. Cleveland to contact M. Albee and have him re-apply for the sewer allocation permit needed for the project to continue.

Knight's Opera House

- **N. Cleveland was asked to contact the Crawford's and explain the process of "do diligence".**
- **Relate wish to continue the lease.**

Robert Hull – Traffic Ordinance – McCullough's Run

- **Complaint was made about speed limit being to high**
- **No traffic survey on record at the Town Clerk's office**
- **Due to no survey the legal posting on the road is 35 MPH**

- Citizen Request to lower Speed limit to 25 MPH requires Traffic survey and a change in the Town's ordinance which takes a minimum of 60 days to make official.
- All radar information for the few hours on the road with the machine showed no cars over 35 MPH
- A petition should be presented to reduce the speed limit and conduct the traffic survey.
- **N. Cleveland was asked to write a letter asking for cooperation from the citizen who made the complaint to complete the survey.**

Use of Cruiser by Constable

- **N. Cleveland to check with the VLCT to explore insurance issues**

No Loitering Ordinance

- **N. Cleveland to explore other ordinances in place with other Towns in the area.**
- **Report findings at August 26, 2008 Selectboard Meeting.**

Setting Tax Rate

- **Discussion followed concerning the implementation of setting the residential Tax Rate at \$2.8630 and the non-resident tax rate at \$3.2570**

A motion was made by P. Trombly to set the Homestead tax rate at \$2.8630 and the Non-Resident tax rate at \$3.2570. J. Dumville seconded the motion. L. Trottier asked for any further discussion and hearing none called the motion to a vote. The motion carried unanimously.

Pay Roll and Accounts Payable

- **The Selectboard reviewed and signed the payroll and accounts payables prepared by the Town Treasurer.**

A motion to adjourn was made by P. Trombly at 11:30 Pm. J. Dumville seconded the motion. L. Trottier asked for any further discussion. Hearing none he called the motion to a vote. The motion carried unanimously.

Meeting adjourned at 11:32 PM

Respectfully Submitted by:

Nathan P. Cleveland