

**SPECIAL SELECTBOARD MEETING
RICHFORD, VERMONT**

November 5, 2014

Chair Linda Collins called the special meeting to order at 1:00 PM with members Tim Green, Chris Martel and Norris Tillotson present. Also present were Laura Ovitt, Alan Fletcher and Mark Simon and Daryl Fithian of Simon Operation Services.

Norris Tillotson stated the water/wastewater departments have been working to 'catch-up' over the past months and , hopefully, will now be able to stay even.

The wastewater department will be working on upgrading the sludge removal operation for the next season.

Water meter-reading was discussed. Alan Fletcher and Daryl Fithian will prepare a list of meters needing repairs. Alan would like to have the readings completed a week earlier than happened this time, but noted this was the first read for David West and Daryl. All in all, it went well. There are a number of pin-pads that need to be changed. Blue Seal meters were discussed – they appear to be working well.

The SOS monthly report was discussed. The hydraulic analysis and long range plan under activities planned or needed refers to an undersized water line that cannot support the fire hydrant and needs to be upgraded.

Hartigan has finished the semi-annual cleaning for the sewer department.

Next week David West will begin working 30-hour weeks.

Norris noted that the bridge at the water intake needs to be replanked and have a new railing. VAST had agreed to do the work, but has not to date.

The lean-to at the water plant will be built in the spring.

Mark Simon and Daryl Fithian left the meeting at 1:45 PM.

Motion made by Tim Green, seconded by Linda Collins, to enter executive session at 1:50 PM to discuss payroll issues. The motion carried.

Motion made by Linda Collins, seconded by Norris Tillotson, to leave executive session at 2:35 PM. The motion carried.

As a result of executive session, the board determined Tim Green will consult with the fire chief regarding documentation of annual pay for fire department personnel.

The meeting adjourned at 2:40 PM.

Laura Ovitt, Administrative Assistant