

**SELECTBOARD MEETING
RICHFORD, VERMONT**

December 1, 2014

Chair Linda Collins called the regular meeting to order at 7:00 PM with members Tim Green, Wayne Hurtubise, Chris Martel and Norris Tillotson present. Also present was Laura Ovitt.

Motion made by Wayne Hurtubise, seconded by Norris Tillotson, to approve the minutes of the Nov. 17 regular meeting. The motion carried.

Motion made by Norris Tillotson, seconded by Chris Martel, to approve the minutes of the Nov. 20 special meeting. The motion carried, with Wayne Hurtubise abstaining.

The board reviewed the Planning Commission's proposed zoning by-law amendments, which they discussed at length. Motion made by Norris Tillotson, seconded by Chris Martel, to reject all proposed amendments. The decision was based on comments received at the Planning Commission's public hearing. The motion carried. Laura was advised to notify the Planning Commission.

Sara Davis joined the meeting to discuss the potential purchase of the former Rexall building and the need for parking. The board determined there is a possibility they would be able to designate parking spaces in the municipal lot for the apartments in the building because the previous owner had an agreement with the town. If approved, the designation would be for the owner of record and would be non-transferable. Sara left the meeting.

The board discussed municipal property and liability insurance and proposals made by VLCT and Town and Country. Town and Country will be sending coverage and premium information for 2015. The board will need to make a decision by December 10.

The board discussed a reported wetland issue at the town property at the end of Willow Street. Chris Martel reported the small dirt piles have been removed and the area seeded and mulched. DEC will be sending information regarding the check dam they have required. The large dirt pile is currently being handled under a DEC approved corrective action plan and will be removed in the spring.

Laura reported Jessica Savage will make a site visit tomorrow to determine whether the town may submit an application to the Land & Water Conservation Fund for grant monies to assist REAC with completion of their Main Street project and to assist with the proposed canoe egress to be located on Town-owned land.

Motion made by Linda Collins, seconded by Chris Martel, to renew the agreements with Anita Mason and Jim Clawson for limited use of town-owned property on Willow Street. The motion carried.

Linda Collins reported Regional Planning has requested a letter of support for their Brownfields grant application, and has provided a sample letter. The board agreed to submit a revised letter.

Wayne Hurtubise reported the highway department will publish an ad stating they will accept applications for the driver/skilled laborer positions.

Wayne reported one employee will probably be retiring in the near future.

A new plow needs to be ordered for the 2-ton truck.

A complaint has been received regarding vehicle damage due to the new pavement. Wayne will discuss this with the road foreman.

Ancient roads will need to be added to the highway map before February if the town wishes to retain their rights the roads. Wayne will discuss a meeting date with the road foreman.

Chris Martel reported the snowmobile trails at the playground need to be rerouted to avoid the fields. The highway foreman has asked when they playground gate will be left open to allow for plowing. The board determined the gate will be open when plowing is necessary.

Tim Green reported he has received a bid of \$21,400 to replace the library roof with standing seam. Tim reported the fire marshall has advised the lifts at eh town hall, library and emergency services building need to be inspected.

The fire panel at the town hall will be inspected in the near future.

Chris Martel reported the winter parking ban is in effect as of today. The notice has been posted at the town hall, bank and post office, and published in the Courier. Chris has arranged for PSAs on local television stations and has posted the notice on front porch forum.

Norris Tillotson reported hydrant flushing and pressure testing has been done. Some hydrants are not at full capacity and will need to be revisited.

The dam has been cleaned and the main waterline has been flushed.

The sludge sled and hoses have been removed from the lagoon for the season.

The roof on the sewer plant is finished. Some additional work was required, so the project cost was a little over the estimate.

The board discussed a bill submitted by a resident for a sewer back-up. The board agreed to pay \$187.50.

Motion made by Linda Collins, seconded by Wayne Hurtubise, to enter executive session at 8:35 PM to discuss personnel. The motion carried.

Motion made by Linda Collins, seconded by Tim Green, to leave executive session at 8:46 PM. The motion carried.

No action was taken as a result of executive session.

The meeting adjourned at 8:48 PM.

Laura Ovitt, Administrative Assistant