

**SELECTBOARD MEETING  
RICHFORD, VERMONT**

**February 1, 2016**

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 were Laura Ovitt, Lance Carr, Shelly Carr, Eric Collins and Joey Randall.

Lance Carr inquired about the deadline for applying for the highway position. Wayne Hurtubise advised that the application period is now closed.

Motion made by Chris Martel, seconded by Norris Tillotson, to approve the minutes of the Jan. 18 regular meeting. The motion carried.

Motion made by Chris Martel, seconded by Norris Tillotson, to approve the minutes of the Jan. 14 budget meeting. The motion carried.

Laura presented a deed restriction that REAC must have recorded for their property at 111-113 Main Street. The board approved the restriction.

Linda Collins read a letter from the Planning Commission nominating John Libbey to be acting zoning administrator, and a letter from John Libbey asking to be considered for the position. Motion made by Tim Green, seconded by Chris Martel, to approve the appointment until July 15, 2016 when the current term expires. The motion carried. Laura was directed to send a letter to the planning commission asking them to be looking for a replacement.

Wayne Hurtubise reported it has been a mild winter so far.

The village truck is on the fritz.

The board discussed the certificate of highway mileage. Motion made by Wayne Hurtubise, seconded by Linda Collins, to add 0.09 miles CL3 TH-27 (Nickson Road) new road due to relocation, to reclassify -0.03 mi CL3 TH-27 due to remeasuring, and to discontinue 0.15 miles CL3 TH-27 due to road relocation. The motion carried.

Motion made by Wayne Hurtubise, seconded by Linda Collins, to execute the Certificate of Compliance regarding Town Road & Bridge Standards. The motion carried.

Chris Martel reported there will be a new director for the summer day camp this year.

Chris reported he has received a draft deed to transfer the South Richford Cemetery to the town.

Tim Green reported he has a punch list of repairs needed at the emergency services building.

Tim reported Berkshire has canceled the Richford Ambulance coverage; further discussion is planned.

Tim will follow up with zoning on trash issues.

Norris Tillotson reported the water and sewer departments are up-to-date with rules and regulations and with testing.

The men will need to attend three classes in the near future.

Motion made by Tim Green, seconded by Wayne Hurtubise, to enter executive session at 7:30 PM to discuss personnel. The motion carried. All guests and Laura left the meeting.

Motion made by Norris Tillotson, seconded by Chris Martel, to leave executive session at 8:30 PM. The motion carried.

As a result of executive session, the board and Laura agreed on part-time hours and duties for the administrative assistant.

The meeting adjourned at 8:30 PM.

Laura Ovitt  
Administrative Assistant

A true copy. Attest:

Town Clerk