

Town of Woodbury Select Board

Approved Meeting Minutes – February 13, 2017 Select Board Meeting

Select Board Members Present: Michael Gray-Chair, Guy Rouelle, Thomas “Skip” Lindsay

Town Officers Present: Diana Peduzzi-Town Clerk

Town Employees: None

Members of the Public: None

Media: Leif Goldberg-HCTV

Michael Gray called the meeting to order at 6:00 P.M.

Adjustments to Agenda: None

Public Comment: None

Approve Bills to the Town:

Michael introduced a motion to approve the bills to the Town, Guy seconded the motion however, Skip asked for clarification on two invoices: WebWeaver (Town Report Publisher) & Windhorse Transportation. After a brief discussion and clarification, the motion was unanimously approved.

Approve the Minutes from the January 23, 2017 Select Board Meeting:

Michael introduced a motion to approve the meeting minutes from the January 23, 2017 Select Board meeting; Skip seconded the motion, and the motion carried unanimously.

Road Foreman’s Report:

Harry was not present at the meeting due to ongoing snow removal and plowing duties.

Highway Equipment Replacement Fund (HERF):

(At the 1.23.2017 meeting, Guy volunteered to review the HERF document and create alternative payment scenarios to determine the best way forward.)

Guy presented an amended HERF document that included a comprehensive analysis of the existing HERF equipment replacement schedule and lease payment options. Guy’s documentation included the following recommendations:

- In FY 2018 begin earmarking funds for the road Grader’s replacement
- In FY 2019 increase HERF appropriation to \$90,000
- In FY 2021 early payoff of the CAT 924 Loader
- In FY 2022 delay acquisition of a Freightliner truck by one year
- In FY 2022 Acquisition of a new Grader (Note: the present 1994 Grader has logged 9,620 hours)
- In FY 2025 Grader payoff

The discussion continued with Guy leading the Board through the spreadsheet noting in FY 2021 both Freightliner trucks will be paid off and the CAT 924's payoff date in FY2024. Guy's document includes beneficial notes relative to the annual appropriation history, Fiscal Year beginning and ending balances, and individual equipment payment histories.

The Board agreed this iteration of the HERF appropriation and payment schedule is a more cost effective manner in which to meet the Town's equipment needs. Guy will confer with Brandy Smith to be certain she concurs with the appropriation and payment schedule as well.

PLEASE SEE THE HERF SPREADSHEET ON PAGE FIVE

Town Treasurer's Report:

Brandy was not present due to illness.

Town Clerk's Report:

Diana presented the following mail:

- A VLCT Select Board Institute Meeting Announcement –Saturday March 18 Meeting
 - Michael and Skip will attend the meeting
- A meeting notice from the Central Vermont Solid Waste District to explore exemptions from the Vermont Universal Recycling Law (Act 148)

Diana remarked the town report was sent out to the printer last week with an expectation the report will be back in time for distribution, perhaps this week or early next week. Diana continued once the reports are received, she and Brandy would open the Town Hall, time permitting, on a Saturday and distribute the reports to residents who happen to be in the parking lot/store/Post Office. Diana will post this information on Front Porch Forum as well. Note the cost to mail the report is \$3.00 per copy.

By Statute, the town report must be in the voter's hands 10 days before Town Meeting. Alternatively, if it proves impossible to mail the reports in a timely fashion, a warning in the newspaper will suffice.

Diana announced the Hazen School District Budget ballots will be available soon and those seeking absentee ballots should contact the Town Clerk's office.

Pre-Town Meeting Planning:

A pre-Town Meeting at the Town Hall on March 2, 2017 beginning at 6:30PM.

Michael led a discussion focused on which Town officials should plan to attend this meeting. Persons mentioned included the town moderator, school board officials, town clerk, town treasurer, and select board members.

Old Woodbury Country Store-Hazardous Mitigation Grant (HMG) Project:

Skip led a discussion regarding Clay Point Associates draft Request for Proposal (RFP) to remove the asbestos contamination found in the Old Woodbury Store. (The original draft RFP as sent is comprised of one page.) Skip stated in a recent email exchange, Clay Point indicated a

comprehensive RFP package would be distributed to qualified contractors during a mandatory pre-bid site visit.

Diana added that she received an email from the State Hazard Mitigation Officer, Lauren Oates, in which Ms. Oates directed the Town not clean up the lead/asbestos contamination until FEMA awards the project. Furthermore, FEMA will pay 75% of the asbestos clean-up cost.

Diana announced the appraisal documentation was received. The 109-page manuscript indicates the property value as of August 27, 2011 (pre-hurricane Irene) is \$57,500.00. Note the appraisal document is available electronically by contacting the Town Clerk's office or for review at the Town offices.

The discussion turned to the real estate purchase. Diana has contacted local attorneys to gauge their interest in this project. A brief discussion followed with all in agreement to engage an attorney, possibly Sarah Field, to draft a purchase and sales agreement with appropriate contingencies to protect the Town's interests. Diana and Skip plan to meet with Attorney Field in the near future.

Guy expressed concern that one of the property owners is not being kept up to date with correspondences from and conversations with the Town. Specifically, Guy wants to be certain Kim Sample has received the Town's "Letter of Intent" to the property owners and that she is fully aware of recent events.

Diana noted that Gail Aloisio, from the Central Vermont Regional Planning Commission, would be scheduling a project status meeting with all the stakeholders in an effort to identify completed tasks, remaining tasks and their dependencies, contingency planning, roles and responsibilities, and update the project time line.

Updates and Follow-Ups: Helipad Contact; TH 39 Reclassification

- **Helipad Contact:** John Zicconi contacted Michael asking what steps the Town has taken to move the request forward. Michael noted Mr. Zicconi is planning a site visit and meeting with Town citizens on April 13, 2017. The meeting will likely take place at the Community Library where citizens could express their concerns and/or support of the helipad.
- **TH 39 Reclassification:** Michael noted TH 39 is located on property owned by Patty Garbeck and Janine Gallagher. A tentative hearing date and site visit of Monday, March 20, 2017, at 1:00PM was agreed to. Michael will make sure the date and time works for the landowners. Two Select Board members are required to participate in the meeting/hearing in order to validate the proceedings.

Central Vermont Regional Plan Survey:

Michael led the discussion noting the CVRPC is developing a comprehensive regional energy plan and needs input from each Town's Select Board, Planning Commission, Energy Committee, and Conservation Committee. Note that the CVRPC is asking, not demanding, the survey be completed. Here's the survey link: https://www.surveymonkey.com/r/CV_energy_survey

The Board started to complete the document and stopped on page two. The survey document asks the Board to review the "Constraints" maps and agree or disagree with the siting constraints for solar and wind projects as detailed. These maps were not accessible during the meeting.

Skip voiced two concerns; one what will the State do with this information and secondly, who receives the energy generated from the potential commercial solar or wind projects. All were in agreement much more information is needed before work can resume on the survey. Michael will contact the CVRPC in hopes of eliciting more information regarding the survey. The survey will be included as an agenda item on the February 27, 2017 Select Board meeting.

Adjourn:

Michael introduced a motion to adjourn at 7:35PM; Guy seconded the motion and the motion carried unanimously.

Approved Date: February 27, 2017

Michael Gray: Select Board Chair _____/S/_____

Guy Rouelle: Select Board Member _____

Thomas Lindsay: Select Board Member _____/S/_____

HIGHWAY EQUIPMENT REPLACEMENT SCHEDULE

27-Jan-17

OPTION 1

	FY 2014	FY 2015	FY 2016	FY 2017	FY 2018	FY 2019
Beginning balance	\$ 14,278.32	\$ 46,381.75	\$ 26,546.74	\$ 1,614.36	\$ 10,327.08	\$ 4,039.80
Annual Appropriation	\$ 70,000.00	\$ 80,000.00	\$ 60,000.00	\$ 80,000.00	\$ 70,000.00	\$ 90,000.00
2012 F550 (one ton)	\$ (13,645.10)	\$ (13,645.10)	\$ (13,645.10)			
2011 Bucket Loader	\$ (17,951.47)	\$ (17,885.91)				
2014 Wheel Loader CAT 924			\$ (6,983.28)	\$ (6,983.28)	\$ (6,983.28)	\$ (6,983.28)
2013 Freightliner BX5776		\$ (35,728.00)	\$ (35,728.00)	\$ (35,728.00)	\$ (35,728.00)	\$ (35,728.00)
2014 Freightliner FV8843		\$ (28,576.00)	\$ (28,576.00)	\$ (28,576.00)	\$ (28,576.00)	\$ (28,576.00)
1994 CAT Grader replacement					\$ (5,000.00)	\$ (15,000.00)
Excavator to replace backhoe	\$ (5,000.00)					
Flat Bed Trailer	\$ (1,300.00)	\$ (4,000.00)				
Ending balance	\$ 46,381.75	\$ 26,546.74	\$ 1,614.36	\$ 10,327.08	\$ 4,039.80	\$ 7,752.52

	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024	FY 2025
Beginning balance	\$ 7,752.52	\$ 6,465.24	\$ 18,532.24	\$ 46,032.24	\$ 23,332.24	\$ 632.24
Annual Appropriation	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00	\$ 90,000.00
2012 F550 (one ton)						
2014 Wheel Loader CAT 924	\$ (6,983.28)	\$ (27,933.00)				
2013 Freightliner BX5776	\$ (35,728.00)			\$ (35,700.00)	\$ (35,700.00)	\$ (35,700.00)
2014 Freightliner FV8843	\$ (28,576.00)			\$ (37,000.00)	\$ (37,000.00)	\$ (37,000.00)
1994 CAT Grader replacement	\$ (20,000.00)	\$ (50,000.00)	\$ (62,500.00)	\$ (40,000.00)	\$ (40,000.00)	\$ (40,000.00)
Ending balance	\$ 6,465.24	\$ 18,532.24	\$ 46,032.24	\$ 23,332.24	\$ 632.24	\$ (22,067.76)

Annual appropriations history

FY2018	\$70,000
FY 2017	\$80,000
FY 2016	\$60,000
FY 2015	\$80,000
FY 2014	\$70,000
FY 2013	\$25,000
FY 2012	\$25,000
FY 2011	\$15,000 (6 mo)
2010	\$25,000
2009	\$20,000
2008	\$20,000

NOTES:

1. FY18 Begin contributing for Grader Replacment (~\$250K)
2. FY19 Increase HERF Appropriation to \$90,000
3. FY21 Early payoff of CAT 924 Loader
4. FY22 Delay acquisition of Freightliner replacement 1 yr
5. FY22 Acquisition of new Grader
6. FY25 Grader payoff