

SUNDERLAND SELECT BOARD  
Regular Meeting – November 3, 2016

1. Call to order by Mark Hyde
2. Board members present
  - a. Rick Timmerman, Jon French, Mark Hyde, Steven Bendix, and John Williams
  - b. Audience
    - i. Marc Johnston (Road Foreman), and Rose Keough (Town Clerk)
3. Session recorded by GNAT-TV
4. Personnel Issue – executive session
  - a. Motion made by Jon to enter executive session, seconded by John motion passed
5. Approval of Minutes from Previous Meeting
  - a. Corrections to previous meeting minutes October 20, 2016
    - i. Under audience, Jim Henderson is from the BCRC not VTrans
    - ii. Marie Litowinski, Colleen York, and Scott York are from the Safe Roads Committee, and should be added to the audience
    - iii. 7.i.i. Motion made by Bendix, seconded by French, motion passed
    - iv. 4.b.ii.1. Jim Henderson is from the BCRC not VTrans
  - b. Motion to approve minutes with these changes made by Timmerman, seconded by Bendix, motion passed
6. Public Comment
7. Reports from Road Liaison and/or Highway Foreman
  - a. Uniforms
    - i. Tabled until next meeting
    - ii. We will stop paying any future bills
  - b. Trucks are ready for snow
  - c. Johnston will be attending Vermont Occupational Safety and Health Administration
  - d. North Road sign by Kelley Stand stolen, Johnston to replace

- e. Line painting
  - i. This years' time frame unacceptable, new solution needs to be found
  - ii. Mention of budget increase to meet the needs
    - 1. Current budget includes the white lines for Sunderland Hill Road
    - 2. The Board's feedback was that it was eye opening at how narrow our roads are and that it makes the road look better and easier to see in inclement weather
  - iii. One problem is being at the mercy of the state's calendar on state roads
- f. Salt Storage
  - i. Continue to look into, but tabled for this year due to lack of qualifications for grant
- g. Moving guardrails back on Sunderland Hill Road
  - i. Road crew continuing work on it
  - ii. Road crew deciding which guardrails need to remain, and which need to be removed
    - 1. We need to make sure we understand why they were put up in the first place before taking them down

## 8. Old Business

- a. Town Hall Roof Issue Update
  - i. Nobody has shown from repair company
  - ii. Todd Davis from Russell Construction will continue to contact roof contractor
- b. Vault Magnet
  - i. Keough contacted Todd Davis from Russell Construction to repair the vault magnet
  - ii. Davis told Keough who to contact, and she will do so
- c. Kelley Stand Road Speed Limit Reduction to 25 mph
  - i. While some residents support the change, others do not

- ii. Tabled for now, Williams may look into further if he needs to complete ordinance work for the Covered Bridge issue
  - iii. There is a sign on the road that is not up to code that will be taken down the next time the road crew is in the area
- d. Covered Bridge/Arlington Truck Issue Update\*
  - i. Williams spoke with Eddie Jordan, Arlington Select Board Chair, and Arlington Road Manager
    - 1. Board Chair and Road Manager will look into what changes they can make, and Williams will check back with them
  - ii. Arlington spoke with HBH, their regular drivers know not to drive up that road
    - 1. GPS issue
  - iii. An option is to update/clean signage on Sunderland side approaching bridge
    - 1. Williams will connect with Johnston
  - iv. Another option is to look into an ordinance preventing this from happening
    - 1. Williams will look into doing this, including the enforcement issue
- e. Highway Budget
  - i. Building Maintenance and Supplies - \$8,000
  - ii. Diesel
    - 1. Would like to change the name of this category to Fuel - \$25,000
  - iii. Storm Water Runoff Fee
    - 1. Maggie's Run Road runoff water fee is paid by the town since the town took it over
      - a. Maggie's Run - \$500
      - b. Bendix's suggestion was to list it as Storm Water Runoff Fee – Maggie's Run

2. New Mandate – \$2,400
- iv. Health Insurance – no increase
- v. Keough warned against depleting the Equipment Reserve Fund to \$0 as was done for this fiscal year
  1. Revenue isn't gained until taxes are due in October
  2. The Board may need to increase the Equipment Reserve Fund to protect against this
    - a. The Board will consider and discuss at the next meeting
- vi. Johnston installed signs warning against going near sand pile at Town Garage
- f. General Fund
  - i. Tabulator - \$900
  - ii. Municipal Office Building Reserve - \$1,500
  - iii. Health Insurance – stay same
  - iv. Town Report
    1. According to the legislature, as of July 1<sup>st</sup> of 2016 towns can remove the following positions – Fence Viewers; Inspector of Lumber, Wood, and Shingles; Weigher of Coal; Town Service Officer
      - a. Sam Liss is the Town of Sunderland's Town Service Officer, we will keep him as he provides a valid service
    2. Motion made by Williams, seconded by Bendix, to remove the positions of Fence Viewers, Inspector of Lumber, Wood, and Shingles; Weigher of Coal
    3. Title change of Town Fire Warden to Town Forest Fire Warden
      - a. The Board will review the other changes associated with the Town Forest Fire Warden and discuss at the following meeting

v. Planning Board – salary had changed

9. New Business

a. Septic issue on Sunderland Hill Road

i. French spoke with Road Crew, not a septic issue, dirt was dumped

ii. Johnston and Corey will look into and update the Board

b. Assistant Clerk/Treasurer position – discussion with possible executive session

i. Motion made by Williams to enter executive session, seconded by Bendix, motion passed

ii. Motion made by French to enter regular session, seconded by Timmerman, motion passed

c. Zoning Admin – Update/Appointment

i. The Planning Board is interviewing a potential candidate

ii. Other interested party emailed Williams regarding Planning Board opening, he forwarded the information to the Planning Board

iii. Other interest expressed in helping out during the election, Williams passed information to Keough

1. Voting hours for Tuesday, November 8, 2016 are 10:00am to 7:00pm

iv. Williams has updated opening information and will post fliers at Town Hall during the elections

10. Review of Bills, Correspondence, and Signing of Select Board's Orders

11. Motion to adjourn made by French, seconded by Timmerman, motion passed

Respectfully submitted,

A handwritten signature in black ink, reading "Stephanie Muñoz Wells". The signature is written in a cursive, flowing style.

Stephanie Muñoz Wells