

**East Montpelier Selectboard Meeting APPROVED (05/05/14) MINUTES
April 7, 2014 at the Municipal Office**

Selectboard members present: Carl Etnier (recording secretary), Seth Gardner, Casey Northrup, Steve Sparrow, Kim Swasey (until 7:35 pm, through item F).

Others present: Bruce Johnson (town administrator), Don Welch (town treasurer), Mike Garand (road foreman), Fred Satink (Vermont League of Cities and Towns)

A. CALL TO ORDER

Chair Seth Gardner called the meeting to order at 6:45 pm.

B. ADDITIONS TO THE AGENDA

New England Municipal Resource Center Annual Disaster Recover Agreement

C. PUBLIC COMMENT

None.

D. CONSIDERATION OF EXTERNAL FINANCIAL AUDIT CANDIDATES

Treasurer Don Welch reported that he and town administrator Bruce Johnson met with the three firms that submitted the lowest bids for three years of auditing services. They recommend Sullivan, Powers, and Company, as they have the lowest bid, combined with a solid reputation and long experience. They also see an advantage to asking a different firm to look at our books. Sullivan Powers uses the same format and techniques as the town's previous auditor.

Motion: I make a motion to accept the external financial audit three-year proposal from Sullivan, Powers, and Company. Made: Ms. Swasey. Second: Mr. Sparrow. 5-0

E. DISCUSSION ON POTENTIAL VTRANS STRUCTURES AND PAVING GRANT PROGRAM APPLICATIONS

Mr. Gardner reported that he and Mr. Northrup learned at a recent roads class that we can classify up to 25% of our mileage of Class 2 and Class 3 roads combined as Class 2. The town receives twice as much reimbursement from the state for class 2 roads as for Class 3. We are about a mile under 25%; we may be allowed to classify over 25%. Class 2 roads are eligible for paving grants, and Class 3 roads are not. The town incurs little or no additional maintenance obligations with Class 2 classification.

Mr. Garand discussed small repairs he is considering on the roads.

Mr. Garand will be meeting with Holden Engineering to look at the repair of the culvert on Dodge Road where the culvert got water underneath it and was lifted up.

The town will put in a paving grant for Gallison Hill Road and a structures grant for the Dodge Road/Bennett Brook culvert and Quaker Road culvert.

F. DISCUSSION OF WINTER SAND, ROADSIDE MOWING, AND LAWN MOWING BID PROCESSES

The town will issue bids for winter sand, roadside mowing, and lawn mowing.

Mr. Gardner and Mr. Garand estimated that the sand pile at the town garage is 1,750 cubic yards. Mr. Garand wants to consolidate the pile and reduce its footprint, before new sand is added.

The idea of the town hauling some of the sand itself was discussed, as a possible rainy day project for the road crew. Mr. Garand would like to haul maybe 1,000 cu. yd. of the 4,000 cu. yd. the town is planning to purchase.

G. CONSIDERATION OF DRAFT CDL DRUG & ALCOHOL POLICY

The Vermont League of Cities and Towns (VLCT) has revised its recommendations for language in the Commercial Drivers' License Drug and Alcohol Policy for Commercial Motor Vehicle operators. Fred Satink of VLCT described the policy changes and the places where the town has options to tailor it to its needs.

H. DISCUSSION ON POTENTIAL TOWN CHARTER SIGNING CEREMONY

Mr. Etnier reported that the Charter Committee has discussed celebrating the legislature's passing of the town charter, when that happens. At such a celebration, he will convey the thanks of the Selectboard for a job well done.

I. APPOINTMENTS

Motion: I move to appoint Norman Hill to the Development Review Board. Made: Mr. Northrup. Second: Mr. Sparrow. 4-0.

Sue Chickering is stepping down as chair of the Conservation Fund Advisory Committee. The committee has not gained new members for years. The Selectboard will invite the remaining committee members to attend a Selectboard meeting and discuss options for the future of the committee.

J. EXCESS WEIGHT PERMITS

Motion: I move to authorize Bruce Johnson to sign the excess weight permits. Made: Mr. Northrup. Second: Mr. Sparrow. 4-0

K. WARRANTS

Warrants were signed.

L. MINUTES

Motion: I make a motion to approve the March 17, 2014 minutes as amended. Made: Mr. Northrup. Second: Mr. Sparrow. 4-0.

Motion: I make a motion to approve the March 31, 2014 minutes as amended. Made: Mr. Northrup. Second: Mr. Sparrow. 4-0.

M. NEW ENGLAND MUNICIPAL RESOURCE CENTER ANNUAL DISASTER RECOVER AGREEMENT

The annual agreement is for \$614.93.

Motion: I make the motion to contract with NEMRC for the Annual Disaster Recover Agreement. Made: Mr. Sparrow. Second: Mr. Northrup. 4-0.

N. OTHER BUSINESS

Town Administrator Report:

Johnson Road Hearing

Not May 19. Agenda item May 5.

Mr. Gardner and Mr. Northrup: We can make up a Class 4 roads policy. Would help in handling maintenance of this road.

Plainfield Hardware: Christiansens will review sign options.

Mr. Etnier reported that there was an initial meeting held of a committee being organized by the school board to address participation and access issues for town and school meeting.

Upcoming events

May 5 next meeting. April 17 warrant meeting.

Zoning Administrator Report: Current permit activity.

O. PERSONNEL MATTER

A new, four-year contract for Town Administrator/Zoning Administrator Bruce Johnson was considered.

Motion: I move to approve the new contract for Town Administrator/Zoning Administrator Bruce Johnson. Made: Mr. Sparrow. Second: Mr. Northrup. 4-0

P. ADJOURNMENT

Motion: I make the motion to adjourn. Made: Mr. Etnier. Second: Mr. Sparrow. 4-0 at 9:34 pm.