

Waterford Board of Selectmen Meeting

Monday, January 13, 2020

Town Clerk's Office

7:30 PM

Minutes

- Members in Attendance: Bill Piper (Polycom), Fred Saar, and Gary Allard
- Others in Attendance: Lisle Houghton, Howard Remick, David Morrison, Bill Willis, Les Blodgett, Mike Keach, Jeffrey Gingue, Kevin Gillander, Jessy Pelow, Steve Eddy, and Abigail Bernier.
- Meeting Called to Order: Gary called the meeting to order at 7:30 PM.
- Modification to Agenda: Fred added Listers — changes to the Grand List — to Town Board Representative and changed Fire Protection Regulations to Fire Protection Regionalization under New Business. Jessy added the Horowitz Letter and Certificate of Highway Mileage under Highway. She also added the CAI Annual Maintenance Agreement and NEMRC Annual Support & Software License Agreement to New Business.
- Approval of Minutes: Fred motioned to approve the minutes for both the special meeting and selectboard meeting on December 9<sup>th</sup>, 2019. Bill seconded the motion; all were in favor. Fred and Gary signed the minutes.
- Budget Report: There will be a budget meeting this Thursday, January 16, 2020, at 6:00 PM.
- Town Board Representative: The following changes were made to the Grand List due to missing solar exemption thus charging state tax erroneously: BDE Waterford Lower Lazar Solar, LLC parcel 999.3 should be credited \$8,291.77 and BDE Waterford Suitor Lazar, LLC parcel 999.4 should be credited \$7,986.23 — \$16,278.00 in total. Fred motioned to approve the changes to the Grand List. Gary seconded the motion; all were in favor.
- Highway:
  - Sand and Salt Update: Lisle said that they have used more sand and salt than ever but as of now they should have enough for the rest of the winter.
  - Damaged Truck Update: Charlebois came in at \$51,000 for repairs to the truck. The town received a check for \$45,000 (\$5,000 was taken out for the deductible). There was no engine damage, but the power steering line needed to be changed. The truck should be back by the end of the month; the town just waiting on the Recovery Towing Bill now.
  - Horowitz Letter: Roberta Horowitz sent a letter stating that the plow truck knocked down some of her snow fence and tree. The Selectmen made the decision to send someone to mark the property in the Spring.
  - Certificate of Highway Mileage: Fred and Gary signed the certificate of highway mileage — no changes last year.
- Old Business:
  - Broadband Update: The study group has developed the following question for the 2020 Town Meeting: “Shall the town of Waterford enter into a communications

union district (CUD) to be known as NEK Community Broadband, under the provisions of 30 V.S.A. Chapter 82. Fred motioned to include this wording for the warning for town meeting. Bill seconded the motion; all were in favor.

- Black River Design Update: Draft plans have been sent to the cost estimator.
- Village Designation Update: All is on track and a meeting is being held with the Committee in Montpelier on January 27<sup>th</sup>, 2020.
- Lower Waterford Church Update: The study of the Lower Waterford Church for adaptive reuse was awarded to Black River Design of Montpelier. All three members of the Request for Proposal Committee — Kate Piper, Gary Allard, and Fred Saar — agreed that they provided the best Request for Proposal response and demonstrated the best knowledge of the goals of the project. The USDA grant is for \$30,000 with a \$6,100 match; to date \$1,563 has been accumulated in in-kind match expense.
- Appropriations Request Policy Update: Jessy is still working on the policy.
- New Business:
  - Knox Box: The Knox Box is a secure container attached to a building to house keys or combinations to allow the Fire Department to gain access to the building without damaging doors or windows. This is ideal when the Fire Department is responding to an alarm or a report of a possible fire and no signs of a fire are present. The Knox box can only be opened with one key. Each box costs \$400 and the Fire Department is recommending two Knox boxes — one for the Town Office/ Library and one for the Town Garage. Fred motioned to budget and purchase two Knox boxes. Bill seconded the motion; all were in favor.
  - Fire Protection Regionalization: The Municipal Planning Grant to fund the study was approved, and St. Johnsbury will be the lead town on the grant. The grant is for \$31,000 with a match of \$3,710. St. Johnsbury and Waterford were the initial grant applicants, and Lyndonville has joined the study with additional towns showing interest. Based on the three participants today, Waterford's portion of the match would be \$1,237. A meeting will be held on January 29<sup>th</sup>, 2020.
  - Administrative Officer's Contract: The town's contract with the Administrative Officer expires mid-year; he's indicated that he is open to an additional three years. Fred motions to extend the contract with a 10% raise. Gary seconded the motion; all were in favor.
  - CAI: Fred and Gary signed the CAI Annual Maintenance Agreement.
  - NEMRC: Fred and Gary signed the NEMRC Annual Software Support and Software License Agreement.
- Adjourn: Bill motioned to adjourn the meeting at 8:08 PM. Fred seconded the motion; all were in favor.