

**MINUTES SELECT BOARD MEETING
6:00 P.M. Thursday, November 3, 2016
HARDWICK MEMORIAL BUILDING
3RD FLOOR MEETING ROOM**

Select Board

Eric Remick, Chair
Kathleen Hemmens, Vice Chair
Kory Barclay
Shari Cornish
Elizabeth Dow

Others Present

Jon Jewett, Town Manager
Amanda Atwood, Payroll Administrator
Tom Fadden- Road Foreman
Aaron Cochran- Police Chief

Others Present

Mike Bielawski-Gazette
Jean Hackett, Lister

6:00 P.M. – Select Board Chair to call regular Select Board meeting to order

6:01 P.M. – Approval of the minutes of the regular Select Board meeting of October 20, 2016

Upon motion by Kathleen Hemmens, seconded by Elizabeth Dow, the Select Board voted to approve the minutes of the October 20, 2016 regular Select Board meeting as written.

6:01 P.M. – Set/Adjust Agenda- None

6:01 P.M. – Communication from the Audience- None

6:01 P.M. – 6:12 P.M. Town Manager Report – Given by Jon Jewett

Jon reported about the VCDP Grant, ordinance updates, IBEW-Highway negotiations, and the VTCMA conference in Stowe. (See attached report for more details).

6:13 P.M. – 6:24 P.M. Road Foreman Report – Given by Tom Fadden

Tom reported about recent road work, equipment repair/maintenance, water support system, wastewater support and village support (See attached report for more details).

6:24 P.M. – 6:47 P.M. Police Department Report – Given by Aaron Cochran

Aaron reported about the yearly firearms training, officer trainings, Halloween, a state wide Click It or Ticket It campaign the week of Thanksgiving, updates of the new cruiser, and updates of Kubo. Kubo has completed his certification training and will have drug training in January. Lastly, Aaron reported some statistics for total incidents since 2014. The total incidents in 2014 equaled to 2,584. The total incidents in 2015 equaled to 2,576, and in 2016, the total incidents equaled to 3,098. Drug and alcohol related incidents have played a role in this increase. The Police Department will be making a plan on how to handle such incidents. The officers will also attend a Narcan training.

6:47 P.M. – 6:54 P.M. Item # 1, Jean Hackett to explain to Select Board Errors and Omissions for the 2016 Grand List, Parcel 05016-00020. New parcel was accidentally deleted, but was identified by the State of Vermont Department of Taxes, Current Use program.

Jean Hackett, Lister, reported that a property on Craftsbury Road was subdivided. During the subdivision, the seven acres that the owners kept got deleted, causing the owners not to get a tax bill. The Lister's office sent the owners a two week notice explaining the situation, and giving the owners a chance to grieve. Jean would like the Select Board to approve that the parcel be added back into the current use program.

Upon motion by Shari Cornish, seconded by Elizabeth Dow, the Select Board voted to approve the addition of parcel 05016-00020 to the 2016 Grand List.

6:55 P.M. – 7:02 P.M. Item # 2, Solid Waste Ordinance Select Board to discuss moving forward with adoption of the ordinance as written. Action necessary.

Jean Hackett mentioned that people have come to the Lister's office asking to reduce the value of their property due to trash piling up around their property. She mentioned this is becoming an issue.

Upon motion by Shari Cornish, seconded by Kathleen Hemmens, the Select Board voted four to one to approve the Solid Waste Ordinance as written.

7:02 P.M. – 7:04 P.M. Item # 3, Traffic Ordinance final adoption by Select Board, signoff. Action necessary.

The sixty days for this approved Traffic Ordinance had expired and the Select Board had not signed it as of yet. At this time the Select Board signed the Traffic Ordinance as written.

7:04 P.M. – 7:09 P.M. Item # 4, Select Board to discuss All Hazards Mitigation Plan. The plan was posted for opinion to website in July 2016 need.

Jon reported that a plan needs to be written for natural disasters. Jon will make improvements as needed until the public process.

7:10 P.M. – 7:16 P.M. Item # 5, Update Town Personnel Guidelines relative to sick leave law and Workers' Compensation language. Action necessary.

Jon reported that the personnel policy needs to be updated as VLCT has said that they are five reasons for which employees must be allowed to use the paid sick leave. The five reason must be present in our policy. Jon also included that in Worker's Compensation an employee must report an injury or illness to the Payroll & Benefits Administrator within 72 hours.

Upon motion by Kathleen Hemmens, seconded by Shari Cornish, the Select Board voted to adopt the changes to the sick leave law and the Worker's Compensation language within the Personnel Guidelines.

7:17 P.M. – 7:21 P.M. Item # 6, Select Board to review consider approval of addition of one unit water and sewer at 502 Wolcott Street, property owned by Adam & Kim Beckley. Action necessary.

Jon reported that the property is changing from a one unit house to a two unit house and would like to increase the water and sewer capacity.

Upon motion by Elizabeth Dow, seconded by Shari Cornish, the Select Board voted to authorize the application for the increase in the water and sewer capacity at 502 Wolcott Street.

Select Board Reports- Eric mentioned that the High School Drama Club is presenting *The Sound Of Music* at the Town House on November 3rd at 7pm, November 4th at 7pm, and November 5th at 2pm and 7pm. Shari mentioned that the Town House will close after the drama club is done with it and won't reopen until March.

New Business - None

Old Business- None

7:24 P.M. Eric Remick, Select Board Chair, adjourned the meeting

Minutes approved by: _____
Eric Remick, Chair of the Select Board

Minutes taken by: _____
Amanda Atwood, Payroll & Benefits Administrator