

Select Board Meeting, Monday April 9th, 2018 in the Cavendish Town Office

Meeting Room at 6:30pm

Present: Bob Glidden (Chairman), George Timko, Mike Ripley, Mark Huntley, Sandra Russo, Brendan McNamara (Town Manager), Bruce McEnaney (Assistant Town Manager), Jen Leak (Recording Secretary), Ed McEneaney from LPCTV and citizens as listed on the attached sheet.

1. Call the meeting to order

Bob Glidden, Chairman, called the meeting to order at 6:30 p.m.

2. Act upon minutes of March 12th and March 26th, 2018.

George Timko moved/Mike Ripley seconded a motion to approve the minutes of March 12th and March 26th, 2018, as corrected. Jen confirmed that she had corrected the minutes to reflect that George had not made the motion to appoint himself as Board Vice-Chairman. *All voted in favor.*

3. Adjust Agenda

Brendan said that item #9 “Discussion regarding possible dates for hearings on right-of-way agreements for the Bridge #58 replacement project” can be eliminated as hearings are no longer needed for this project. He would like to replace it with #9 “Select Board to review and sign Annual Certification of Compliance of Road and Bridge Standards”. The Board agreed.

4. Hear Citizens

Margo Caulfield was present and said that Comcast has still not signed the agreement to complete work in the Tarbell Hill and Knapp Pond areas of town. She said that there is some grant funding available for towns to band together into districts which offer broadband service and the telecommunications committee will be investigating this possibility. She said that Scott Brooks from TDS is willing to come to the May Select Board meeting to discuss their plans for upgrading services in town. The Board agreed that the Telecommunications Committee should invite Mr. Brooks to attend the May meeting.

5. As Local Board of Liquor Control review and consider application for a first class liquor license for Neal’s Restaurant.

Brendan read the application aloud.

Bob Glidden moved/George Timko seconded a motion to approve a first class liquor license for Neal’s Restaurant. All voted in favor.

6. Select Board to review and consider request from VELCO for a waiver of the full 45-day notice requirement regarding work on substation on Quent Phelen Road. Dan Poulin from VELCO will be in attendance to present and answer questions.

Dan Poulin was present. He said that this project is being done in conjunction with NextEra Solar in order to interconnect the Coolidge substation with the solar array. All of the new equipment will be within the

existing, fenced substation area and similar in profile to the existing equipment. Dan said that they are asking to waive the 45-day notice requirement in order to complete the project by October 1st, 2018.

Bruce commented that the solar array construction might affect the decisions to pave Quent Phelen and Twenty Mile Stream Roads this season since the heavy equipment would likely cause significant damage to those roads. Brendan said that he could inquire about the construction schedule.

Mike Ripley moved/Bob Glidden seconded a motion to grant VELCO's request for a waiver of the full 45-day notice requirement regarding work on the Coolidge substation on Quent Phelen Road. All voted in favor.

7. Board to discuss sale of property at 723 Main Street in Proctorsville. (Formally Horahan)

Brendan reminded the Board that the Town purchased this property at tax sale and received ownership last summer. Brendan said that tax sales have been primarily handled by the Town Office staff to date. However, most other towns allow their attorney to conduct tax sales. Brendan said that he would like to have the Town's attorney coordinate the sale of this property, and have future tax sales conducted by our attorney if he is willing and able. All expenses incurred by the attorney would be passed on to the buyers so there would be no additional costs to the Town.

Brendan said that the property at 723 Main Street will be sold as is, with the contents. He added that any money collected in excess of the Town's costs would need to be returned to the original owner. He thought that the Town had about \$65,000 invested in the property to date. The Select Board agreed that the Town attorney should handle this sale and that Brendan should investigate having the attorney handle all future tax sales.

8. Select Board to review proposed scope of work from Vtrans regarding replacement of box culvert on Rt 131 as part of the upcoming paving project.

Brendan handed out a project description to the Board members for the replacement of a stone culvert which is near the Glimmerstone Mansion on Route 131. He said that this culvert will be replaced when Route 131 is repaved (currently scheduled for 2021). The Town sewer line which lies on top of this culvert will need to be diverted during construction and then replaced, and the Town is responsible for those costs. Vtrans estimates that the Town's share would be \$8,700 for engineering and \$15-20,000 for construction.

Brendan asked the Board to review the project for discussion at the next Board meeting.

9. Select Board to review and sign Annual Certification of Compliance of Road and Bridge Standards.

Brendan passed the Certificates to the Board to review and sign.

George asked if the lane which runs behind Outer Limits Brewery is a Town Road. Brendan said that he did not think it was but he would look into it.

10. Consider appointment of Brendan McNamara as Energy Coordinator and Assistant Town Health Officer.

Brendan said that he was willing to take over as Energy Coordinator since Rich Svec's passing.

Brendan said the State requires that he be appointed Assistant Health Officer in order to be able to accompany Doris Edy, Town Health Officer, on site visits. He added that being Assistant Health Officer would also allow him to respond to situations if Doris was unavailable.

George Timko moved/Mark Huntley seconded a motion to approve Brendan McNamara to the positions of Energy Committee Coordinator and Assistant Health Officer. All voted in favor.

11. **Discussion regarding proposed increase to hours of operation of the Transfer Station.**

Brendan said that he and Bruce have discussed extending the hours of the Transfer Station on Sunday afternoons to stay open until 5 p.m. rather than closing at 2 p.m. Bruce said that he would like to try this for a 3-month period. He added that Howard Merritt is willing to fill in if needed but is looking to retire from his position as Transfer Station attendant. Rocky Pisciotta has been working all of the shifts and is willing to take on the extra hours.

The Select Board agreed to extend the Transfer Station hours until 5 p.m. on Sundays for a 3-month trial period. Brendan said that he will publicize the changed hours once a start date is finalized.

The Board discussed whether selling tokens at the Transfer Station would be feasible. They decided to continue this discussion at the next Select Board meeting.

12. **Town Manager to update Board on recent developments regarding summer paving projects. Board to discuss projected bid time frame and project priorities.**

Brendan said that he and Bruce met with Bob Bazin to discuss potential paving projects. Bazin Brothers submitted a proposal for paving Quent Phelen Road and Twenty Mile Stream Road which totaled \$238,238.65. Brendan said that he has received verbal confirmation that Cavendish will receive a \$175,000 paving grant from the State this year. The Town Paving Fund contains approximately \$75,000. He added that he would need to confirm the construction timeline for the Coolidge Solar project before committing to repaving Quent Phelen and Twenty Mile Stream Roads. Bruce suggested that the Town could ask NextEra to contribute money towards road repairs.

Brendan said that Quent Phelen and Twenty Mile Stream Roads have the longest stretches which need paving, but there are other roads in Town which are also in poor repair. Bruce added that it may be five years before Cavendish is eligible for another state paving grant and suggested the Board consider increasing the paving fund appropriation for next year's budget. The Board agreed to discuss paving priorities at the next Board meeting.

13. **Select Board to review easement deed as it pertains to parking situation that was discussed with 'Outer Limits Brewing, LLC'.**

Brendan said that he had emailed the easement deed to the Board for review. George asked if the Town could still make that lane a Town Road if the parking easement was approved. Brendan said that he did not know the answer to that question.

The Select Board agreed that Brendan should sign and record the easement for nine parking spaces behind the Outer Limits Brewing building.

14. **Other business**

Brendan McNamara – Brendan said that the Planning Commission is looking for new members, and interested residents can contact him for more information. He said that the new backhoe will be delivered tomorrow. Green-up Day is scheduled for Saturday, May 5th.

Brendan said that he and Bruce attended the monthly manager’s luncheon last Friday. It was the first meeting since Rich Svec had passed and they had a very positive remembrance of him.

Bruce McEnaney – Bruce said that there will be a Dedication of the Proctorsville Green and a Celebration of Life for Rich Svec on Saturday, June 16th, 2-4 p.m. at the Green.

Bruce read a letter from a group of residents (Carolyn Solzhenitsyn, Martha Mott, Julia Gignoux and Rolf van Schaik) who plan to raise funds to place American flags along the utility poles in both villages during the summer. Bruce said that he has volunteered to approach GMP and Ludlow Electric for permission to use their poles. Bob said that the Proctorsville Fire Department has agreed to help to place the flags in Proctorsville. The flags would be stored in the Cavendish Historical Museum during the wintertime. Margo added that they hope the flags will help to slow traffic down in the village areas and draw attention to the businesses around the Proctorsville Green.

Bob Glidden – none.

George Timko – none.

Mike Ripley – none.

Mark Huntley – none.

Sandra Russo – none.

15. Adjourn

Mike Ripley moved/Mark Huntley seconded a motion to adjourn at 7:45 p.m. All voted in favor.

Minutes Approved: _____

Date: _____