

**Select Board Meeting, Tuesday October 15<sup>th</sup>, 2019 in the Cavendish Town Office**  
**Meeting Room at 6:30 pm**

**Present:** Bob Glidden (Chairman), Mike Ripley, George Timko, Stuart Lindberg, Brendan McNamara (Town Manager), Jen Leak (Recording Secretary), Ed McEneaney (OkemoValley TV) and citizens as listed on the attached sheet.

**Absent:** Sandra Russo

**1. Call the meeting to order**

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

**2. Act upon minutes of September 9<sup>th</sup>, 2019.**

*George Timko moved/Mike Ripley seconded a motion to approve the minutes of September 9<sup>th</sup>, 2019 as written. All voted in favor.*

**3. Hear Citizens**

Margo Caulfield was present. She informed the Board that the Cavendish Historical Society Museum is now closed for the season. She said that this year new doors and steps were installed and painted. Margo said that they were still trying to find someone to repair the roof.

Margo said that people who lose or find animals in town often contact her since there is no Animal Control Officer. She said that she will post notices on Facebook which usually works to reunite the pets and owners. She asked the Board where to direct people who have animal control questions. Brendan said that he will accept calls from people with animal control concerns. He said that individuals may take animals directly to the shelter. Brendan added that he will not take animals to the shelter himself. He urged anyone wanting more information on being appointed Animal Control Officer to call the Town Office.

**4. Adjust Agenda**

Brendan said that no adjustments to the agenda were needed.

**5. Cavendish Streetscapes to present proposal for renovations at the location of the old town highway garage.**

Rolf Van Schaik was present and thanked the Board for letting the Streetscapes Committee come tonight. He said that they do not have any draft plans to present tonight because they need some information from the Board first. Rolf said that they needed to know the future plans for the pole barn and fuel pumps which are still on that site. He said that the Committee understands this property is under the jurisdiction of the Select Board and Town Manager. Rolf said that they hope to plan an attractive asset to the community. He added that they have received a \$5000 donation specified for the planning of this site, they organized a successful fundraiser at Murdock's which raised \$800 and have received other donations as well.

Tim Calabrese was present. He said that the Committee wanted to hear from both the Board and the community. He suggested blending the grounds of the Cavendish Historical Society Museum with the old garage property. He said that moving the pole barn to another site would allow more access to the

entire lot and open up the area to the property behind the Town-owned lot. He said that it might be a good idea to consult with the Southern Windsor County Regional Planning Commission (SWCRPC) regarding the soil since it had been a garage site. Tim said that available parking spaces would also factor into the planning at this site.

Brendan said that relocating the pole barn, or rather building a new one, was always part of the plan for the new garage site. He said that he and Phon have discussed where to place the fuel pump at the new site. Brendan said that the salt storage shed needs to be replaced, and the fuel pump could be placed next to it. He suggested that the Board consider these projects during budget season this winter and plan on possibly moving the structures next spring.

Doris Eddy was present and added that the Committee would be looking for corporate donors for this project. Brendan reminded the Board that they had earmarked some funds leftover from a community planning grant for this project in the amount of about \$5,000.

Margo said that she felt it would be important to extend the landscaping along Main Street past the Museum and up towards Mack Molding. She suggested including the owners of Mack Molding and the old Cavendish General Store in the planning.

Rolf said that the Streetscapes Committee has discussed placing benches on Svec Park (Proctorsville Green) and the old garage site, as well as on the Cavendish Green. He asked the Board to consider authorizing Brendan to review options and make decisions, consulting with the Board when he felt it was necessary, in order to expedite the decision-making process. He added that Phyllis Bont has offered to donate a swinging bench, which he thought might be appropriate on the Cavendish Green.

George commented that no landscaping action could be taken until spring, so the Board did have some time to consider options before making any decisions. Rolf agreed. Mike Harrington was present and asked how someone could contact the Committee to volunteer or donate. Rolf said that they are part of the CCCA, there is a Cavendish Streetscapes Facebook page and their mailing address is PO Box 605, Cavendish VT 05142.

6. **Select Board to continue discussion regarding request to lower speed limit on Tierney Rd.**

Brendan said that the Board discussed this item at last month's meeting. He said that he has since spoken with multiple agencies who agreed that engineering and speed studies would not be required in order to change the speed limit but would be strongly recommended. Brendan said that SWCPC has offered to conduct a speed study and assist with an engineering study at no charge. He said that the speed study would be done by remote sensors, probably at several locations along the road, and would gather information on the speed and number of vehicles. He asked the Board to decide if they wished to proceed and authorize the study.

George asked if the 35 mph speed limit signs which were requested at last month's meeting had been put up. Brendan said that the signs have been purchased but have not been put up on Tierney Road yet.

***Stuart Lindberg moved/Mike Ripley seconded a motion to proceed with a speed study on Tierney Road.*** George asked if the 35 mph signs would be put up. Brendan said that the highway department has been putting up many signs and has run out of some of the necessary materials so won't be putting them up right away. He said that the weight limit sign has been placed at the base of Tierney Road. Doris asked if a "no outlet sign" had been ordered for the base of Tierney Road as well. Brendan said that it had. ***All voted in favor.***

Kem Phillips was present and said that 10 residents on the road were in favor of reducing the speed limit to 25 mph. He read a statement supporting the speed limit reduction on Tierney Road and thanked the Board for their attention to this matter.

7. **Town Manager to review current status of town tax sale proceedings.**

Brendan handed out some information to the Board members on 13 properties with delinquent taxes in the amount of approximately \$177,205 which he has proposed for tax sale. He said that he hoped to schedule a sale for this November and reminded the Board that the Town Attorney, rather than the Town Office staff, is now handling tax sales. Brendan said that notices have been mailed to these property owners by the Town Attorney and some of them have brought in payments. He said that payment agreements were not offered and the delinquent taxes must be paid in full by October 31<sup>st</sup> in order to avoid tax sale. He asked the Board to review the property information and contact him with any questions.

8. **Update regarding search for new Assistant Water and Wastewater Operator.**

Brendan said that the Assistant Water/Wastewater Operator position has been advertised. He said that Randy's daughter Jaclyn has been filling in since Nathan Rose resigned but is not interested in filling this position permanently. Brendan said that he has had three inquiries and received one application so far. He encouraged people interested in this position to contact him for more information. Brendan added that Randy would likely retire before too long so there is the intent for this person to take over as Chief Operator once the proper licenses are obtained and at that point a new Assistant Operator would be hired. Brendan thanked Jackie for filling in and said she will stay on for the meantime until a new Assistant Operator is hired.

9. **Town Manager to distribute proposed Town Wastewater Budget for review. (Action to be considered at the November Select Board Meeting)**

Brendan said that he and Diane put together a proposed Wastewater budget for the Board to review. He said that he would like the Board to adopt a budget at the November Board meeting to set rates for the quarterly billing that would be mailed in mid-December. He reviewed the proposed budget with the Board which does have increases to cover actual costs.

Brendan said that USDA Rural Development has audited the Town's water/wastewater quarterly rates and stated that this rate structure is not financially sustainable. He said that the Board will need to examine the Water/Wastewater budgets and rates. Jen commented that perhaps 1/3 of all the water meters do not work, so there is no way to tell how much water the Town uses. Brendan said that the numbers on many of the old meters are too faded to read and need to be replaced with new meters which can be read remotely. Brendan added that the Town also needs to audit all the properties on the water/wastewater system because there are a number of properties which have apartments but are only paying for one allocation.

Margo asked who would replace the water meters. Brendan said that the Town staff would do that although currently the Water/Wastewater Department is short-staffed so is unable to take that extra work on. He also said that the Town may need to investigate funding options to pay for the new meters.

10. **Select Board to consider request from Windsor County Sheriff regarding use of town sand pit.**

Brendan said that the Windsor County Sheriff Department has requested use of the lower sand pit to hold a training session in low light conditions (dusk). He said that they would be target shooting out of

sight of Route 131 below the wastewater plant. Brendan said that he did not see a problem allowing this training but wanted the Board to approve or deny it. Mike asked if this training session would be announced so that area residents would know to keep out of the area. Brendan thought that it would be advertised and said that the area would be closed off during the training.

***Bob Glidden moved/Mike Ripley seconded a motion to approve a request from the Windsor County Sheriff Department to use the town sand pit for a low-light training session. All voted in favor.***

George asked if this would be an ongoing or one-time event. Brendan said that the request was for a one-time training event.

**11. Town Manager to provide updates on various town business.**

Brendan said that concrete was poured on the Depot Street bridge today. George reported that he spoke with one of the construction workers who said that the paving would probably not be completed this fall so the bridge will probably not be open to vehicles this year. Margo asked if pedestrians would be allowed to walk across. Brendan said that he didn't know about pedestrian traffic but he would ask the foreman.

Brendan said that the Wastewater Aeration System replacement is completed. He said that the baffles were installed today, which was the final stage, and the final inspection will occur in November.

Brendan reminded the Board that the November board meeting will be held on Tuesday, November 12<sup>th</sup>, starting at 5:30 p.m. with the Select Board Hearing on the Town Plan. He said that this has been advertised in the newspaper.

Brendan said that the derelict building at 58 Depot Street is now about 3/4 demolished. He said that owner Rose Kauppinen has been keeping him informed on the progress of the clean-up.

Brendan said that the media change at the Water Filtration Plant was completed 2 weeks ago. He said that the plant was offline for 4 days while the old media was removed and replaced. Residents reported some slight coloration issues in the water when the plant resumed operations but that has cleared. He said that the new media is allowing much better water flow through the filters.

Brendan said that fall water hydrant flushing will take place during the week of October 28<sup>th</sup>.

**12. Other business**

Brendan McNamara – none.

Bob Glidden – none.

Mike Ripley – none.

George Timko –none.

Stuart Lindberg – none.

**13. Adjourn**

***Mike Ripley moved/George Timko seconded a motion to adjourn at 7:30 p.m. All voted in favor.***

Minutes Approved: \_\_\_\_\_

Date: \_\_\_\_\_