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MORRISTOWN

SELECTBOARD MEETING OF DECEMBER 9, 2013

Members Present: Bob Beeman (Chair), Min Cote, Brian Kellogg, Steve Rae and Mickey Smith

Department Heads: Dan Lindley, Town Administrator; Mary Ann Wilson, Clerk/Treasurer; Carol Bradley, Finance Director, Richard Keith, Chief of Police.

Guests: Tina Sweet, Mike Perrigo.

Meeting was called to order at 6:00 PM in the Community Meeting Room by Bob Beeman.

I. AGENDA CHANGES OR ADDITIONS

1. None

II. COMMUNITY CONCERNS

1. None

III. NEW BUSINESS

1. **SIGN RESOLUTION FOR ZONING BYLAWS–** Bylaws have already been adopted. This is just a the Selectboard signature page that needs to be signed. Todd Thomas, Planning Director would like a motion to approve and sign.

Motion made by Min Cote, seconded by Mickey Smith to approve and sign the Resolution for the Zoning Bylaws. Motion approved. (5/0)

2. **WATANJAY FARM RD DISCONTINUANCE** – Dr. Green had sent a request to discountinued the last 400 feet of Watanjay Farm Rd. due to heavy traffic**.** Dan Lindley Town Administrator along with 3 members of the Selectboard[Steve Rae, Brian Kellogg, & Mickey Smith] held a site hearing on December 5 at 9 am to hear public comments. There were no members of the public present, but we did receive written comment by an adjoining property owner[Gisele Bridges]. The property owner was concerned that she would not have access to her property should the road be discontinued. The Selectboard decided at the site review that the road could be discontinued if Dr. Green was willing to build a turnaround at his property at his expense. Dan talked to Dr. Green today and he was not willing to do that . Dan recommended that the Selectboard not approve the road discontinuance.

Motion made by Min Cote, seconded by Brian Kellogg to discontinue the Watanjay Farm Rd. Motion failed (0/5)

3. **RESCUE SQUAD APOINTMENT** – The Rescue Board would like to appoint Sharon Duffy to the Rescue Squad.

Motion made by Min Cote, seconded by Brian Kellogg to appoint Sharon Duffy to the Rescue Squad. Motion approved. (5/0)

4. **APPROVE VAC-JETTER TRAILER BIDS-** We received two bids for the Vactor Trailer. One from JF McDermott for $188,938.00 and one from H.P. Fairfield for $159,790. The Engineer for the State has reviewed the bids and has determined that the H.P. Fairfield bid was an unresponsive bid package due to the omission of technical document and non-conformance with the instruction to bidders. Mike Perrigo asked what that meant and Jim Pease was not sure what exactly that meant other than there was a list of qualifications that needed to be met in order to qualify(IE: trailers needed to be made in America etc). The Selectboard felt that we needed to speak with the engineer to get clarification on what exactly the engineer meant by "unresponsive bid package". Selectboard agreed to have Dan talk with the engineer and to accept a bid and let the bidders know the outcome.

Motion made by Steve Rae, seconded by Brian Kellogg to authorize Dan Lindley, Town Administrator to accept the Vactor Trailer Bid upon clarification of HP Fairfield bid. Motion approved. (5/0)

5. **HVAC SYSTEM FOR PUBLIC SAFTEY BUILDING** – We had 3 prospective bidders at the walk through. Fred's Plumbing and Heating, Alliance Mechanical and New England Air Systems. Only two bids were submitted:
   - New England Air system for $22,020 for the HVAC plus $4920.00 for the upper floor air distribution.
   - Alliance Mechanical for $28,900.00

   Dan recommended going with New England Air and include the $4920 for the upper floor air distribution.

Motion made by Min Cote, seconded by Brian Kellogg to accept the bid from New England Air for a total not to exceed $26,940. Motion approved. (5/0)

6. **APPROVE HIRE FOR ICE SKATING RINK** - The Recreation Commission would like to hire Larry Byrne to oversee the Ice Skating Rink this year. They would like to pay him .50 cents more per hour than minimum wage which is currently $8.60 and will be $8.73 on January 1. Dan recommend his rate of pay to be $9.25/hr. Mary Ann Wilson asked about background checks. Dan indicated the Police Department would run a background check once Mr. Byrne had filled out the proper paper work.

Motion made by Min Cote, seconded by Mickey Smith to approve hiring Larry Byrne for the ice skating rink attendant for the 2013-2014 season. Motion approved (5/0)

7. **SIGN BANK NOTE FOR FIRETRUCK PURCHASE-** Selectboard signed the bank note for the fire truck purchase that was approved at a previous meeting.

8. **APPROVE FY14-15 PAY COMPENSATION PLAN AND COLA INCREASE**- Pay Plan is figured at 1.5% for the FY14-15 Fiscal year.

Motion made by Brian Kellogg, seconded by Min Cote to approve the FY 14-15 Pay Plan as presented. Motion approved. (5/0)

9. **AUTHORIZE SELECTBOARD MEMBER TO SIGN WARRANTS-** There will be no meeting on December 23, 2013. So the Selectboard needs to authorize a member to sign the warrants on December 20, 2013.

Motion made by Brian Kellogg, seconded by Min Cote to authorize Bob Beeman to sign the warrants on December 20. Motion approved. (5/0)

IV. BOARD OF LIQUOR CONTROL

1. **None**

V. TA REPORT

1. **Building update-** Dan has done a walk through with both Donnie from Donald Blake Jr . Inc. as well as Tyler from Ruggianno Engineering. The energy audit had been completed and Alliance Mechanical has come to look at the HVAC system to estimate what the cost would be to upgrade the system. There will be a rendering of what the new building would look like as well as a comparison of the two options. Should be thinking about another public input meeting for sometime in January.
2. Clock Tower is pretty much finished. Steeple Jacks will be coming back to do a final clean up.
3. Roland will be working on guardrails this week and intends to install guardrail on the Lower Elmore Mtn. Rd. as indicated by Bob Beeman at a previous meeting.
4. Carol has supplied an updated budget overview. Will plan to have a budget meeting included with the January 6th meeting.

VI. SELECTBOARD CONCERNS

1. Steve Rae asked if there could be a sign or guardrail near the covered bridge as there is a very sharp turn with no warning.
2. Brian Kellogg asked about the dedication. Selectboard would like to see the list of previous dedications.

VII. CONSENT AGENDA

Motion made by Min Cote, seconded by Brian Kellogg to approve consent agenda as presented. Motion approved. (5/0)

VII. OTHER BUSINESS

1. **Executive Session for Personnel**
2. **Executive Session for Contractual**

Motion made by Min Cote, seconded by Mickey Smith to enter Executive Session for Personnel and Contractual to include Dan Lindley. Motion approved. (5/0)

Motion made by Min Cote, seconded by Brian Kellogg to exit Executive Session. Motion approved. (5/0)

Motion made by Brian Kellogg, seconded by Steve Rae to adjourn at 8:00PM. Motion approved. (5/0)

Respectfully submitted and filed, December 9, 2013

Erica Allen, Scribe

Please note that all minutes are in draft form unless otherwise state and are approved at the next meeting.