State of Vermont — Chartered in 1781

MORRISTOWN

SELECTBOARD MEETING OF JUNE 16, 2008

Members Present: Shaun Bryer, Brian Kellogg, Todd Yando, and Dave Yacovone.

Department Heads: Mary Ann Wilson, Town Clerk/Treasurer; Joyce Lanpher, Rescue Operations Manager; Richard Keith, Interim TA; Bill Spear, Fire Chief, and Bob Melfy, Highway Superintendent.

Guests: Tina Sweet, Lisa McCormick, Phil Tallman, Roland Boivin, Dot Cook, George Cook, Chris Ransom, and Steve Rae.

Meeting was called to order at 6:00 pm in the Community Meeting room by Shaun Bryer Chair.

I. AGENDA CHANGES ADDITIONS

- Sandy Neely of Central Vermont Community Action will not be presenting tonight.
- Marci Young will not be here to discuss the recycling containers.

II. GUEST PRESENTATION

1. ***Chris Ransom-***
    - Chris has some safety concerns regarding kids running in between parked cars out into the street. This is especially the case near the Bijou Theater. Chris' suggestion is to put handicapped only signs up so people won't park where Bridge Street meets Portland Street.
    - Coming from Lower Elmore Street and going from Pleasant Street onto Main Street is hard to see. All crosswalk signs should be lime green as on Brooklyn Street. Bob explained that we are replacing older signs with the new color as we can.
    - Chris also felt that crosswalks should have been painted long ago and suggests that we buy paint that can be used when temperatures are lower.
    - Chris felt that the port-o-let should not be next to the community garden. The port-o-let should be cabled down or we should make an outhouse that the waste can be removed and brought to the sewer plant for disposal. Richard explained that Casella doesn't want us to hook down the port-o-let. Richard suggested maybe making a shed type structure that the port-o-let can be slide into and therefore harder to tip over.
    - Chris also felt that we have lost a lot of retail sales to public service buildings like the Post Office and the Town office building. When Water and Light sells their building, we should put pressure on them to sell to a retail business.
    - Chris voiced his concern about the Portland Street sidewalk breaking up.
    - Chris wanted the hand rail on the steps going up the bank by Norm's to be repaired. Richard is checking to see if this is Town owned property.

III. NEW BUSINESS

1. ***Highway Employee Appointment-*** Bob Melfy recommended hiring Phil Tallman, our temporary highway employee, to fill the Laborer/Equipment Operator Level II opening at the highway garage. Bob recommended that Phil be placed on the pay scale at Grade 3 Step 5 due to Phil's extensive experience.

Motion made by Dave Yacovone, seconded by Brian Kellogg to hire Phil Tallman as a permanent full time employee for the highway department with the terms recommended by Bob Melfy . Motion approved. (4/0)

2. ***Underground Propane Tank at the Fire Dept-*** we received a grant for a generator for the Fire Department. This grant is a matching fund grant for the generator, however we have to purchase a propane tank to be buried underground. Bill Spear recommended purchasing a 1,000 gallon tank from Bournes. This would cost approximately $4,311.02 and we would have to do the excavating. A 500 gallon tank would cost $2,963.08. Richard has a 500 gallon tank at the PD for his generator and he was told that it would run for 4 days on 500 gallons. Dave Yacovone pointed out that this expense is not budgeted for this year. Bill said that he needs to show some progress on this grant or we are going to lose the grant. We have already put a down payment of approximately $7,000 on the generator. Bill indicated that he was not overspent in his budget. He is 90% spent with one month left to go. Todd Yando suggested that we get more than one bid on a job like this. Since time is critical, it was decided to approve the purchase of 1,000 gallon tank, but Bill needs to get other bids.

Motion made by Dave Yacovone, seconded by Brian Kellogg to authorize up to $4,311.02 to purchase a 1,000 gallon tank for the fire department generator, with the understanding that if we could get a lower bid, we can consider them. Motion approved (4/0).

3. ***Discussion on 12 Lead EKG for Rescue-*** Dot cook had two reps visit them regarding the 12 Lead EKG monitor that they want to purchase. She indicated that a third rep was going to be coming. The cost for one EKG machine is approximately $22,000. The Rescue Board is proposing that we buy 2 EKG machines – one for each ambulance. This cost would be approximately $15,000 over the voted amount at Town Meeting of $30,000. They feel that the extra cost is necessary so that the machine is not damaged by moving it from one ambulance to another. We will be able to turn in some of our current equipment for credit toward the purchase price of the new equipment. The Rescue Board feels that they have exceeded their revenue projection this year and the extra money they didn't anticipate receiving can be used to defray the $15,000 cost. Dave Yacovone wants to wait until August when year end and audit is complete. Brian Kellogg feels that since the voters approved the purchase of the first EKG, that it should be brought back to the voters to approve the additional requested monitor. Todd Yando doesn't feel that he can justify spending $15,000 more than people voted for. Shaun wants to wait to see how the budget comes out. In the mean time, it is suggested that the Rescue Board get written quotes that state terms and length of time expected before the monitor (s) can be received. We need to look at the reserves to make sure we have sufficient funds to ear mark for this purchase. The Rescue Board would like to come to the next meeting to present more information.

IV. OLD BUSINESS

1. ***Highway Paving Schedule-*** Bob Melfy stated that we received the $175,000 award for the Class II Paving grant. We now have a total of $675,000 with the Town Meeting approved vote of $500,000 for paving. We have three bidders for the Stagecoach Road paving project. Gorman and Pike were the lowest bidders. Discussed options given by

each contractor. Bob recommends Gorman as it is the lowest bid ($674,131) and they have worked well in the past. We need to purchase more culverts prior to paving. We have replaced as many as we can with our stock. We would need approximately $19,108 more for additional culverts and to rent an excavator for a week. The culvert survey done approximately 18 months ago was not accurate as many culverts were in real bad shape. We also need an additional $10,680 for calcium chloride. This is the only paving project that we would be able to do this summer. With this in mind, we could use money from next year's paving budget line item for the over run. We will do all the grading, traffic control, trucking (3 to 4 trucks) and loader work. We also do our own grinding, Gorman will roll and re-pack and then we need to do the chloride. The project should start in mid July and be done by Labor Day.

Motion made by Dave Yacovone, seconded by Brian Kellogg to sign an agreement with Gorman to pave the Stagecoach Road and fund the additional $31,000 needed for the project. The project is not to exceed $706,000. Richard can sign the contract with Gorman. Motion approved. (4/0)

2. ***Recycling Containers-*** Marci Young called to say she could not be here tonight but would like the recycling container purchase to continue. Richard suggested getting 4 or 5 containers to try. Richard explained that the Town is responsible for buying the bags that go into the containers. Casella will pick up the containers and charge $15.00 per container each time it is picked up. Brian thought that this was excessive. Shaun suggested that we may be able to put our recycling in with the school recycling dumpster as the Town already pays for this service. Shaun directed Richard to purchase 3 containers to try. They should be placed at the Oxbow, Portland Street and Main Street.
3. ***RFP Tax Anticipation Bids-*** Mary Ann felt that Union Bank offered the best deal. The Union Bank also offers other services like direct debit.

Motion made by Dave Yacovone, seconded by Brian Kellogg to accept the Union Bank Tax Anticipation and re-investment proposal. Motion approved. (4/0)

V. TA REPORT

- MSHA citation report given for blasting. VOSHA has also issued citations and Percy is having an Act 250 review.
- Met with Amy Walker of the Farmers Market regarding parking lot issues. The new parking is working out well for everyone. Amy wants to get power from the light pole in the parking lot. Jourdan's Electric said that they would donate the labor to put in an outlet that has a locked cover. Amy wanted the Town to pay for the material costs. Richard approved that Amy could put up a temporary sign. This sign is not appropriate to be permanently installed as it is too big.
- Jeff Hill contacted Richard and wants to pay a monthly water usage fee. He doesn't want to drill his own well.
- It has been suggested by the Fire Department that we eliminate the last two parking spaces toward the monument across the street from the station. This space is needed for the turning radius of the new ladder truck.
- Painting is done at the Police Dept. The price was under the estimate and they did a terrific job.
- The PAC has been talking about the pay plan and have come up with a suggestion for the longevity issue. This plan would have an employee receive a step increase every other year from years 3 – 15. In years 20 and above, the employee would receive a step every 5 years. Dave Yacovone stated that this is similar to the State system, but the State is a step each year for the first 7 years and then the staggering

years are different. Dave also talked to Dominic Cloud of formerly of VLCT that did the initial pay plan. Dominic said that our current plan was determined based on employee interviews, experience and longevity with the Town. Dominic is working for the City of St. Albans now and he is proposing that St. Albans do step increases for longevity and not merit. Dominic feels that merit is better addressed not using step increases. Dave Yacovone further stated that with a step plan using longevity it is possible to move steps regardless of getting a favorable evaluation. Richard explained that past practice is that an employee is hired at a certain rate. After completing six months of employment and receiving a satisfactory evaluation, the employee will move up a step. After completing twelve months of employment and receiving a satisfactory evaluation, the employee will move up another step. We do not have anything in place after this. PAC wants to have a system established that will be beneficial for the future. Richard explained that the PAC committee is proposing that the longevity system be put into place effective 7/1/09 (next year). This year PAC is asking for the CPIU rate of 3.9% plus 1.5% (same as the police) to put us at an even starting ground. The additional 1.5% cost is $8,100 for everyone.

VI. SELECTBOARD CONCERN

- **Dave Yacovone-** Concerns about an employee's benefit package – will discuss in executive session.
- **Brian Kellogg-** Thank you to person from trailer park that told us about the blasting issue. Is there anything we can do in the future to prevent this from happening again? Richard said that Zane Burke is watching this area and will continue to do so.
- **Shaun Bryer-** There is no curbing on part of Elmore Street. People are parking on people's lawn. The residents want curbing put in. Bob Melfy will look into this.
- **Todd Yando-** Can we move the line on the four way intersection off Portland Street going toward Stowe? It would help with the big trucks trying to make the corner. Todd, Richard and Bob will look into this.

VII. CONSENT AGENDA

- Approve Minutes from Previous Meeting
- Approve & Sign Warrants
- Approve & Sign Unlicensed Dog Form

Motion made by Todd Yando, seconded by Dave Yacovone to approve the Consent Agenda. Motion approved. (4/0)

Motion made by Todd Yando, seconded by Brian Kellogg to move into executive session at 7:50 PM to discuss an employee benefit issue. Motion approved. (4/0)

Came out of executive session at 8:30.

ADJOURN

On a Motion by Shaun Bryer, seconded by Brian Kellogg, the Board adjourned their meeting at 8:32PM. Motion passed unanimously (4/0).

Respectfully submitted and filed this 17th day of June 2008.
Tina Sweet, Assistant to the Finance Director

Please note that all minutes are in draft form unless otherwise stated.