

***Brandon Select Board Meeting  
August 12, 2013***

**NOTE: These are unapproved minutes, subject to amendment and/or approval at the subsequent board meeting.**

**In Attendance:** Blaine Cliver, Maria Ammatuna, Ethan Swift

**Also in Attendance:** Richard Baker, Wayne Rausenberger, Kathleen Rausenberger, Lucinda Bell, Anna Scheck, Steve Beck, Lee Kahrs, Joe Ammatuna, Chris Brickell, Tecari Shuman, Arlyn Bloodworth, Judy Bunde, Robert Black, Jack Fillioe, Joanne Nichols, John Legault, Heather Shea, Frank Spezzano, Jim Leary, Brian Fillioe, Tracy Wyman, Rod Pulsifer, Dick Kirby, Donna Taylor, Tray River, Timothy Kingston, Phyllis Reed, Allan Leavitt, Bernie Carr, Jeff Stewart, Linda Stewart

**1. Call to order**

The meeting was called to order by Board Vice-Chair Ethan Swift at 7:05PM.

**a) Agenda Adoption – Motion** by Blaine Cliver/Maria Ammatuna to adopt the agenda with the addition of Item 2c – Approval of Special Select Board minutes of August 7, 2013. **The motion passed unanimously – 3 to zero.**

**2. Consent Agenda**

**a) Approval of Minutes – July 22, 2013 - Select Board**

**Motion** by Maria Ammatuna/Blaine Cliver to approve the minutes of the July 22, 2013 Select Board meeting as amended. **The motion passed unanimously – 3 to zero.**

Maria Ammatuna to email corrections to the minutes to recording secretary.

A correction to Item 6, Public Works – New England is due to have a 67% increase in heavy precipitation events over the course of the next 20 years.

**b) Approval of Minutes – July 26, 2013 - Special Select Board**

**Motion** by Maria Ammatuna/Blaine Cliver to approve the minutes of the July 26, 2013 Special Select Board meeting. **The motion passed unanimously – 3 to zero.**

**c) Approval of Minutes – August 7, 2013 - Special Select Board**

**Motion** by Maria Ammatuna/Blaine Cliver to approve the minutes of the August 7, 2013 Special Select Board meeting. **The motion passed unanimously – 3 to zero.**

**3. Fiscal**

***a) Warrant – June 30, 2013 – \$35,297.92***

**Motion** by Maria Ammatuna/Blaine Cliver to approve the warrant of June 30, 2013 for an amount not to exceed \$35,297.92. **The motion passed unanimously – 3 to zero.**

Maria Ammatuna requested a spreadsheet for CLD’s consulting fees for Segment 6 and Bridge 114 similar to the town office repair project. Anna Scheck has a spreadsheet that she will share at the next select board meeting. Richard Baker noted the town gets reimbursed 95% of this cost.

***b) Warrant – August 12, 2013 - \$33,410.08***

**Motion** by Maria Ammatuna/Blaine Cliver to approve the warrant of August 12, 2013 for an amount not to exceed \$33,410.08. **The motion passed unanimously – 3 to zero.**

Ethan Swift questioned whether the Summer Guide ad in the Mt. Times was specific to economic development. Steve Beck reported it was an ad promoting the activities in Brandon during the summer, which had a distribution of 25,000 copies.

***c) Warrant – August 12, 2013 - \$2,000.00 - Postage***

**Motion** by Blaine Cliver/Maria Ammatuna to approve the warrant of August 12, 2013 for an amount not to exceed \$2,000.00 for postage. **The motion passed unanimously – 3 to zero.**

***d) Consider P. O. #51717 – Gravel – Markowski - \$24,996.40***

**Motion** by Blaine Cliver/Maria Ammatuna to approve P.O. #51717 to Markowski for gravel for an amount not to exceed \$24,996.40. **The motion passed unanimously – 3 to zero.**

There were three bids received and Mr. Sanderson has suggested placing the order for all of the gravel with Markowski.

***e) Consider P. O. # 51718 – Winter Sand – Florence Crushed Stone - \$15,000.00***

There were two bids received and the annual requirement was split between the two vendors. The budgeted amount for winter sand is \$25,000.00.

**Motion** by Blaine Cliver/Maria Ammatuna to approve P.O. #51718 to Florence Crushed Stone for winter sand for an amount not to exceed \$15,000.00. **The motion passed unanimously – 3 to zero.**

***e) Consider P. O. # 51719 – Winter Sand – Markowski - \$9,996.80***

**Motion** by Blaine Cliver/Maria Ammatuna to approve P.O. #51719 to Markowski for winter sand for an amount not to exceed \$9,996.80. **The motion passed unanimously – 3 to zero.**

Wayne Rausenberger questioned when the Mosquito District warrant will be approved and was advised it will be done at the next select board meeting on August 26<sup>th</sup>. Anna Scheck noted the bank has been advised of releasing the check to the Mosquito District once approved.

#### **4. Schedule Reports from Committees and Officials**

There was no discussion held.

#### **5. Interim Town Manager's Report**

Richard Baker reported the real estate taxes were established and bills were sent. The sewer bills will be issued this week and will be due September 15<sup>th</sup> and in December. Three hazard mitigation grant applications were filed on July 12<sup>th</sup> and all of the related materials have been supplied to complete the applications. In speaking with the state, they are not going to consider the relocation alternative of the town office at this time. The culvert is the preferred alternative, and the demolition alternative is still on record, but less likely to be pursued. On August 8<sup>th</sup>, the first of four ROW's for the water line were received. Work has begun on 49 Center Street. Maria Ammatuna and Dave Atherton washed the windows and have started reorganizing as it has to be cleared out before the contractor arrives. The DRB has scheduled a hearing on the Brandon Town office for August 28<sup>th</sup>. CLD has subcontracted with EIV for work in the Neshobe River and Mr. Baker has received documentation that will go to the Army Corps of Engineers. Craig Wilson has been hired as the 4<sup>th</sup> highway department employee and a job posting has been placed in The Reporter for the Activities Director. The front end loader has been ordered and financial arrangements are being made, subject to approval at the August 26<sup>th</sup> select board meeting. Mr. Baker has been working with VLCT to determine the budget available for the town office and has also been working with McKernon Group to determine whether they can do the required work for the specified amount of money. The closing on the acquisition of 114 Wheeler Road will be this Thursday. Labor and Industry will be at 49 Center Street for permitting on August 15<sup>th</sup>, which is separate from the DRB. Mr. Baker continues to work with the outside auditors. The tax sale has begun with 33 letters sent to property owners so far, with more to be mailed this week. With regard to the sewer department, there are 97 accounts that owe two dollars or less and 10 accounts that owe one cent each. Mr. Baker made a recommendation to the board of sewer commissioners to remove them from the listing. It was questioned whether there will be a closing date for the property on Newton Road relative to the mitigation grant. Mr. Baker reported it will likely be January or February before this happens. Ethan Swift advised the grant funds will go for the demolition of the building, not the purchase of the property; there could be a quit claim deed done. Mr. Baker believes the town would have to acquire the property prior to demolishing the building. The payment for 114 Wheeler Road is for the appraisal, legal fees, acquisition and the demolition from FEMA and CDBG. Maria Ammatuna noted for clarification, the work being done at 49 Center Street is a volunteer effort to clean it out. There will not be a full blown historic renovation done on the town office. Mr. Baker will supply the select board a copy of the DRB application. The work on the Neshobe River after October 8<sup>th</sup> will depend on the right of way acquisitions. There is a required time for advertising. VTrans has received the final contract documents, which is a straightforward acquisition and they have reviewed the document and are basically ready to go. The pipe will be a five to six week lead time after ordering. It is still hoped to start the project this year. There has been an agreement to

not start on the Brandon end until after October 15<sup>th</sup>. Richard Baker advised the decision was made to plate the holes, which will be a huge timesaver. Cindy Bell asked how long before the right of ways are complete and Mr. Baker advised they are working on it.

## **6. Public Works Report**

Richard Baker stated the road grading and drainage work is still in progress. The east side of town has been addressed and the end of River Street. Some of the crosswalks have been done and it is hoped to finish them soon. As previously noted, the 4<sup>th</sup> highway person has been hired. Debris has been removed from the Neshobe River. The winter sand and gravel bids have been received and approved this evening. The request to do the Barlow Avenue project has been submitted to the town manager and the board of sewer commissioners. The Forestdale pump station had been broken and repairs were done. Blaine Cliver noted there are still a lot of trees below the dam and requested they be removed. He also noted the sidewalk in front of Sully's has not been painted and it is a big safety issue. Mr. Baker will address these issues with Mr. Sanderson.

## **7. Route 7 – Segment 6 Design Alterations**

As follow-on to the request for information concerning the March 31<sup>st</sup> letter, Richard Baker advised it is broken into two categories and VHB and CLD believe it has been resolved. Three areas require input from the town so that CLD can continue in an appropriate manner. There is a question whether the conduit is to be installed for the second traffic signal that is going to be removed and whether to change the traffic pattern around the Whittaker's building. Another question is whether the sloping curve lines should be done on the sidewalk in the park. Blaine Cliver agrees with the town manager on the signal at the intersection and it is a matter of agreeing with VHB on the point. With regard to the sidewalk in the park, the design committee suggested that a regular curb would provide more green space in front of the band stand. The sidewalk would be around the perimeter of the park. Ethan Swift stated the one value of sloping is to enable the vendors to offload their materials in the park. Maria Ammatuna thought it would be easier to plow with the sloping curb. Mr. Swift had a conversation with the Act 250 coordinator regarding some of the changes and in his opinion, items such as removing parking spaces to increase the town green and Items 1 and 5 do not represent a material change. Item 2 represents a material change and an amendment would be needed, with cooperation from the adjacent property owners. He suggested submitting to the local DRB for Items 6, 7 and 10 to be sure the proposed changes to the signaling would be approved by the local DRB. He indicated that removing pedestrian walkways and access points represent material changes due to safety issues. Anything to increase pedestrian safety is looked upon favorably by Act 250. With regard to Carver/Union Street, Maria Ammatuna questioned if changes are made, would the town be responsible for design costs. Blaine Cliver suggested getting the design costs associated with the damage from Irene that have to be dealt with to solve that space. There is a design that needs to be done and there are a number of items to address. Ms. Ammatuna suggested a spreadsheet would be helpful to have a better understanding. Mr. Swift stated property ownership also has to be resolved. Mr. Baker noted on the Carver/Union Street intersection, their proposal fits within the current right of way. The question is if the town goes with the change, what the design impact will be. VHB advised the funding will be from the town and not out of the program and it

is unknown what the amount will be. Blaine Cliver stated it would be good to know how much is left. Maria Ammatuna questioned if trees will be an issue and Mr. Baker stated he does see this as an issue, but will discuss it with VTrans. Mr. Baker noted there is no state money in this project. Mr. Cliver asked if VHB has set up a website for questions and whether it will be linked to the town website. Mr. Baker will request Janet Mondlak to link the two websites. Mr. Swift suggested directing Mr. Baker to submit an application to the DRB to review the amendments for Item 2 regarding signaling. It is the intent to include the conduit and the ability to locate the signaling if it is warranted in the future due to traffic pattern changes.

**Motion** by Maria Ammatuna/Blaine Cliver to authorize the town manager to submit an application to the DRB with regard to the traffic signal. **The motion passed unanimously – 3 to zero.**

Blaine Cliver stated the curbing is a relatively small item to act upon and it would keep things moving along. It was noted the road is 2 ½ to 3 feet higher now and there used to be curbs. The recommendation is to not do brick sidewalk and to do standard curbing. Robert Black has talked with the Farmers Market group and as long as there is an access ramp, they are agreeable to the proposal. The basic interval curb and sidewalk along the edge would be the best option for safety and keeps the park as green as possible. With sloping curbs, there is an area that could not be used for anything and could cause other maintenance issues.

**Motion** by Maria Ammatuna/Blaine Cliver to authorize the recommendation of the design committee to go with the standard curbing and the sidewalk shown in the town recommendation (Diagram 1, Item B) on Page 2. **The motion passed unanimously – 3 to zero.**

With regard to the Union/Carver Street item, Richard Baker will request what is involved and what is the fiscal impact. Mr. Baker stated the bidding will take place in 2014 with construction to start in 2015. Judy Bunde questioned Mr. Baker's statement that there is no state money, as she thought it was 95% federal and 5% local. She thought that it was mentioned at a prior select board meeting that there is state money in this project. Richard Baker stated Senator Jeffords had earmarked \$15 million for the Segment 6 project. The voters approved a bond issue for \$750,000.00 and approved spending the Town Farm fund on the sidewalks. It was the intention of the state that the project be funded from the federal funds earmarked by Senator Jeffords. The issue is that although Senator Jeffords has earmarked the funds, they have to be appropriated by VTrans and before any money can be spent, it has to be approved by the Governor.

## **8. Bridge 114**

Richard Baker stated there are three alternatives for this project; do nothing, put in a new bridge or rehabilitate the bridge. There has been an H & H study done and based on that report, the bridge is hydrology competent. Blaine Cliver stated the bridge is a historic interest and he would go with the option of rehabilitating. Ethan Swift stated the funding of the overflow structure would make rehabilitation more attractive. Maria Ammatuna noted Bridge 114 needs normal maintenance and there is no money in the budget to repair it. Richard Baker stated there is a cooperative agreement and since it is federal money, the select board has to go through the

alternatives and select one. Mr. Cliver noted there are two bridges, a concrete bridge and a stone bridge underneath.

**Motion** by Maria Ammatuna/Blaine Cliver to authorize the town manager to rehabilitate Bridge 114. **The motion passed unanimously – 3 to zero.**

## **9. Town Infrastructure**

### ***a) Consider 49 Center Street Contract with McKernon Group***

Richard Baker stated the group that has been working on the town office renovation project has prepared a statement regarding the measures to be taken at the town office. Maria Ammatuna stated at the last meeting, Ms. Wiles had requested information on the measures to be taken for flood proofing. In reviewing this information, Ms. Ammatuna wanted to be sure that the flood proofing would be addressed.

Mr. Baker read the following comments on “flood proofing” for the Brandon town office renovation prepared by M. Ferro, R. Black and M. Ammatuna dated 8/12/13:

*“Pursuant to the record of minutes of the Brandon Select Board meeting of 7-22-13 and comments regarding “flood proofing” of the building, noted on Page 8 by Brandon Town Flood Manager, Ms. Wiles, the following is offered in response:*

*1. The record states that the base flood elevation is three (3) feet higher than the building’s first floor level. As Ms. Wiles noted in a subsequent meeting with the Select Board member, Maria Ammatuna, this statement is technically incorrect due to the fact that the prevailing current Vermont regulation for this condition references the 2008 Fluvial Erosion Area map that shows that the Town Office building is not within the flood zone.*

*2. The building services (electrical/mechanical), Town critical records and equipment have been either raised above the First Floor level of the building or relocated to the Second Floor. Moreover, to minimize the effects of future floor flooding, the design team has made the following improvements:*

- a. All power and data wiring, electrical outlets and components have been raised 30 inches off the floor.*
- b. A dropped ceiling has been introduced to provide the future distribution of electrical power and voice/data wiring.*
- c. Raceways have been added at 30 inches above the first floor level to allow future wiring changes*
- d. Paperless drywall is specified on all new First Floor walls within 2 feet 6 inches of the floor*
- e. Carpet will be used on the First Floor as a sacrificial material over the existing wood floor to allow the wood to dry quickly.*
- f. Mechanical systems will be mounted off the floor.*
- g. First floor will be leveled to prevent ponding of water.*
- h. All records in the first floor vault will be raised off the floor, as well as files and boxes.*

*3. Watershed-wide flood mitigation efforts along the Neshobe River corridor as already underway at several locations and will be expanded to reduce the overall flood impacts and potential damage to downtown Brandon buildings – both public and private.”*

A lot of thought has been given to bringing items two feet above the floor. Mr. Swift stated there are not hard and fast code regulations for wet flood proofing and the flood maps have not been revised yet. Mr. Swift is concerned with the bottom line and the funding available to cover the cost of the renovations. McKernon has been working with the town to undertake the task of getting the town office to the point of being reoccupied. Mr. Baker suggested authorizing the town manager to enter into a contract with McKernon Group for an amount not to exceed \$235,000.00, subject to the town working out the details, as discussed. Robert Black was present at the meeting and it is felt that the McKernon contract is well within the funding. The McKernon contract is to protect the interest of the town to assure that the work is completed to the town's satisfaction. McKernon Group would like a one-year warranty, but the town would like three years. They will warranty the work that they provide and they will not take responsibility for the volunteer work. Richard Baker stated there are a lot of items that need to be changed and there will actually be two contracts.

**Motion** by Maria Ammatuna/Blaine Cliver to approve the 49 Center Street Repair project with McKernon Group, dated 8/12/13, based upon future mutually acceptable terms titled; Billing, Final Inspection, Lead-based paint as it relates to residential references and Correction to the foreman hourly rate on Page 204. The contract will be split into two contracts: 1) First Floor and 2) Other (contract related to other items). Clarification of Faulty Workmanship (Page 44) and other items deemed relevant by the design team. The project has a not to exceed amount of \$235,000.00 for the two contracts combined. **The motion passed unanimously – 3 to zero.**

Richard Baker stated it would be useful to authorize the town manager to delegate part of the project to Robert Black of the DBA.

**Motion** by Maria Ammatuna/Blaine Cliver to authorize the town manager to appoint Robert Black as the contracting officer's designated representative for the 49 Center Street project. **The motion passed unanimously – 3 to zero.**

The designated representative will report to the town manager. The select board wished to thank Mr. Cliver, Mr. Ferro and Mr. Black for their in-kind services.

There has been designated demolition jobs that need to be done. Wayne Rausenberger will be coordinating this effort. Clean-up has begun in the town office.

## **10. Communications**

Maria Ammatuna suggested discussing the budget vs. actual report ending July 31<sup>st</sup> at the next select board meeting. Richard Baker stated this is something that used to be received every month.

Blaine Cliver suggested taking steps to try to improve the looks and safety of the area where the old House of Pizza building was. He would also like to see the town acquire a quit claim deed for this area. Richard Baker sent a letter to the owner and there is a lien on the property, as they owe about \$3,300.00 in delinquent taxes.

**Motion** by Blaine Cliver/Maria Ammatuna to authorize the town manager to remove the unsightly jersey barriers and build a 42 inch wood-frame wall to be placed on the existing site to provide a safe barrier and to work with the local school to paint pictures of Brandon on the wall.

The DBA is in support of this effort and has offered to provide the materials. Ms. Ammatuna has received complaints about how the town looks and noted that Dave Atherton suggested placing window boxes with flowers or greens in that area. Ethan Swift stated this area could be improved upon, but cautioned that anything that is built needs to meet code for public safety. He also noted there is a nice aesthetic to be able see the falls and though a mural would be aesthetically pleasing, it would not allow the view of the falls. Mr. Cliver stated a 42-inch height would be required for safety. Mr. Swift stated the jersey barriers provide safety value for cars. Maria Ammatuna questioned if the barriers could be painted and it was suggested the barriers could be painted with flowers placed on top. The barriers cannot be placed on the foundation until the town owns the property. Mr. Swift was agreeable to having something that is aesthetically pleasing, but would also provide the safety and not block the view of the falls. Mr. Swift requested this issue be pushed along with the owners. Mr. Baker stated the letter was the first step and the probability of them paying the taxes is likely low. Bernie Carr questioned whether the same type of fencing could be used that is in Kennedy Park that would provide view and could be repurposed. He agreed that it is nice to see the falls. Mr. Cliver agreed that type of fencing could be used. Mr. Carr stated this could be used with the future project for Bob Read's property. Mr. Swift is supportive of the motion and suggested the town manager and public works manager could be directed to explore temporary alternatives. Maria Ammatuna suggested a friendly amendment to add a deadline of October 1<sup>st</sup>.

## **11. Citizen's Public Forum**

Cindy Bell asked why something is not done to the other side of the street in front of Briggs Lane. Ethan Swift stated the jersey barriers are more for traffic safety. Mr. Swift noted the select board can explore other options.

Wayne Rausenberger noted concern about the trees and suggested discussing this item now instead of waiting until the project is started. If VTrans gets involved it should be resolved now and not at the end of Segment 6. Richard Baker noted this is on his list to discuss with VHB. John Legault stated Lover's Lane is in poor shape. They have called the town manager and the public work's manager to complain about this, but nothing has been done. Mr. Legault loves the town and has lived here most of his life. There are many areas that need work such as the appearance of Park Street, the trees in the river and the repair of the town office. Ethan Swift stated these are important issues that need to be addressed and he appreciates Mr. Legault bringing his concerns to the board. Tracy Wyman stated he has not seen a grader on the entire length of the Basin Road for at least a year. He has graded it twice with his own equipment. He does understand weather is an issue. The property owners did maintenance on Basin Road prior

to the Blue Grass Festival to assure that people visiting the area could access the festival. Mr. Wyman stated there needs to be some culverts replaced on some of the roads. Norm Legault reiterated the sidewalks and roads are in very poor shape. He noted many roads outside the center of town are in very bad shape and suggested Surpac could be used to temporarily fix the roads. Ethan Swift stated with the 4<sup>th</sup> person added to the public works department, it is hoped to get caught up with the maintenance of the roads. Maria Ammatuna stated Mr. Rivers is concerned with the integrity of the Stone Mill Dam Road and Wheeler Road. Lee Kahrs questioned the status of the town manager search and who the members of the search committee were. The members of the search committee were Jeff Stewart, Nancy Leary, Warren Kimble and members of the select board. It was noted that no town staff came forward to participate on the committee. It was questioned whether input by the staff was taken into consideration when making an offer. Judy Bunde asked if Mr. Baker is serving on the Rutland Regional Transportation committee, noting she hosts a lot of cyclists who are appalled at the condition of Park Street. Mr. Baker stated it is likely the project from Marble, High and Park Streets to where Segment 6 ends will likely be done at the same time as Segment 6, using the same contractor. Mr. Baker stated the issue is that it is a state road and not a town road. Robert Black stated the DBA has been working on area maps. Mr. Black volunteered to assist the town as there is geographic information that can be provided. The DBA is working on a Brandon Greenways plan and they are trying to improve the beauty of the town. On Saturday, September 7<sup>th</sup>, there will be a special public meeting, Summit at the Falls, providing information about the Neshobe River. The DBA is also hoping to create an upper falls overlook and a public walkway down Briggs Lane to a lower falls overlook. In the future, it is hoped to have a walking path around town. They would like permission from the select board to advertise the outlook both for the upper and lower falls. Ethan Swift stated there are sources of funding that could support projects like that. Mr. Swift thanked everyone for bringing forth the issues that were discussed this evening.

## **12. Old/Other Business**

Blaine Cliver requested Mr. Baker contact CLD to obtain information that included the right of ways. CAD drawings were provided, but they do not have the right of ways or the footprints of the buildings. Mr. Baker will contact CLD regarding this request.

Maria Ammatuna noted the sign ordinance is still tabled.

Appointment of an alternate to the Mosquito District was to be considered this evening.

**Motion** by Maria Ammatuna/Blaine Cliver to appoint John Wilson to the Brandon/Leicester/Salisbury Mosquito District Board.

It was noted that Larry Stevens also sent a letter of interest for the position. It was the understanding of the select board that there was a desire to have someone with accounting experience appointed to the position, which is why Mr. Wilson was chosen. Wayne Rausenberger's understanding was that they wanted an alternate for quorum status. It was noted Mr. Stevens has a vested interest in the health concerns for the town. Mr. Rausenberger stated there is only one alternate needed from each town.

**The motion passed unanimously – 3 to zero.**

As an update to the Poirier property, Richard Baker believes that Ms. Murdock has made an offer on the property. Bernie Carr advised that Ms. Murdock has indicated she would like to keep the building in place.

Maria Ammatuna stated it is her understanding that grants cannot be applied for repair of the town office because of what is being considered as a viable alternative to the demolition of the town office building. Until this is resolved, the town is locked out of grants. The insurance payment is based on replacement cost. There have been conversations regarding historic replacement insurance for the town office, town hall and other historic buildings in town.

Maria Ammatuna stated the signage for the Churchill bridge is not inviting and it is difficult for older people to park on the far side of the bridge. Richard Baker stated it is not possible to park closer and this issue is something that had been settled with the property owners. The town negotiated a modification to the right of way to the east. The right of way immediately adjacent to the bridge is problematic and would be trespassing; and it would create a safety hazard when backing out to Route 73. In order to allow access to the bridge, an agreement was made with the property owners. There are plans being pursued to provide for a replacement bridge that would be a more permanent resolution. The resolution to this matter was completed within the last few months. Mr. Baker stated since the town was being sued, the board was sworn to secrecy until it was settled.

Richard Baker reported the letter has been sent to VLCT to extend the term.

It was questioned whether there was a response from the town's attorney regarding the issue of conflict of interest and Mr. Baker advised the attorney needs additional time regarding this subject.

It was noted that the town constable has moved out of the area and the 2<sup>nd</sup> constable will now take over those responsibilities. Jeff Stewart advised there were parking issues at the fireworks, with cars parked along the Arnold District road and it was suggested the constable could have assisted with enforcement, due to the limited number of police officers.

Maria Ammatuna stated there was discussion regarding the historical committee at a recent repair meeting and suggested advertising for letters of interest from those who would be interested in serving on this committee. Richard Baker noted there have been several positions that have been advertised that include four people for the planning commission and vacancies on the DRB. Mr. Baker will submit another advertisement for the vacancies.

Ms. Ammatuna noted a quote for the town office roof needs to be discussed at the next meeting.

Ms. Ammatuna requested an update on extending the 25 mph speed limit and noted there was an edict regarding the ticketing of people passing on the right in the Conant Square area.

Ms. Ammatuna stated there needs to be memorandums of understanding developed for collaboration with the Compass Center, OV and the Neshobe school.

Ms. Ammatuna requested a timeline on the culvert survey and an update on the Back Roads grant.

It was questioned whether there has been a selection committee drafted for the recreation director position. Dave Atherton had indicated he would be interested in participating. Mr. Baker noted there have not been any applications received and this item will be placed on the agenda for the next board meeting.

With regard to the Green Park, Richard Baker stated he needs to get someone to weed whack this area. FEMA has said that the town should negotiate a change to the agreement before doing repairs to the park, though weed whacking is allowable. Ms. Ammatuna suggested having better signage placed in the park. Mr. Baker advised the adjoining property owner does not want a wall and the town is proposing to build a culvert across the property. Ms. Ammatuna stated due to the culvert design, the power house may have to be taken out. Her fear is that the plans do not include making a turn, therefore if the money is awarded, the town will not have the funds for design. Mr. Baker stated the retaining wall is on the abutter's property and if the town builds a culvert up to the property line, there is a lot of distance to the river. Mr. Swift stated a flood shoot would be built for the water to reenter the river, which would flood out the property on the opposite side of the river. This would have to be engineered to avoid making an issue for the opposite side of the river. The funding for the overflow is separate from the other design elements that need to be pursued and the town would be on the hook for this. Blaine Cliver stated consideration could be made to go to the east side of the power plant.

With regard to the Newton Thompson road rock pile, Mr. Baker has sent a letter to Bowen Excavating advising that their agreement has been terminated and he has offered the material to Markowski.

Ms. Ammatuna questioned if there is a resolution on the storm drain. Mr. Baker advised they are currently discussing this matter.

Richard Baker received notification that the deadline for the Map 21 grant has been extended from July 31<sup>st</sup> to August 16<sup>th</sup> and they are very excited about the potential for the Churchill Bridge. The grant would be to build a concrete bridge estimated at around \$505,000.00. Over the next two fiscal years, the town would have to come up with \$90,000.00; it is unsure if the \$64,000.00 can apply to this amount. The email from the Forest Highway program manager asked if the town is interested in pursuing this option. The board directed the town manager to pursue the Map 21 grant for the Churchill Bridge.

## **12. Possible Executive Session (Contracts/Personnel)**

There was no executive session held.

## **13. Adjournment**

**Motion** by Maria Ammatuna/Blaine Cliver to adjourn the Select Board meeting at 10:15PM.  
**The motion passed unanimously - 3 to zero.**

Respectfully submitted,

Charlene Bryant  
Recording Secretary