

**Town of Tinmouth
Select Board
Thursday, May 13, 2021
Virtual Meeting Due to COVID-19 Pandemic
Regular Monthly Meeting Minutes**

Members present: Cathy Reynolds, Meadow Squier, and Frank Sears

Others present: Eric Buffum – Road Commissioner, Josh Carvajal- State Stream Alteration Permit Specialist, Michael Fallar, Doug Inkley, Sherry Johnson, Kim Harbaugh, Todd Dennis, Cat Yoder -Delinquent Tax Collector, Stan Wilbur – Public Works Project Manager, and Gail Fallar – Select Board Assistant (SBA).

Frank called the meeting to order at 7:09 and welcomed everyone.

Board reviewed agenda – re-arranged bid opening to allow those present to speak first.

Minutes: Minutes of 4/20/2021 and 5/4/21 - Cathy moved to approve as written, Meadow 2nded, all voted in favor.

Public Works Facilities Update ~

Stan noted that there was concern with drainage on the west side of the proposed garage, OCE engineer advised that perforated drainage had been provided in the design to handle it, trying to keep the amount of impervious surface down. The soils engineer was unable to attend meeting to stake out and dig test pit due to a medical emergency, he will be returning the week of the 25th. After discussion, Board decided to wait for soils report before considering options for the location of the garage.

Stan also reported that Pratico Landscaping provided an estimate regarding planting cedar trees as a sight barrier on the east side of the property. Practio recommended using pine – deer will eat the cedar, and fencing around the trees – 100’ could cost several thousand dollars, no determination on how much would be needed. He has not had a chance to speak further with the Eatons, will do so before the next meeting.

Stan inquired about getting quotes for the water well, he will contact 3 well drillers, and not go out to bid. He will get them for the next Board meeting. There may be a waiting list.

If Morton has draft plans ready, meeting on the 25th will begin at 6:30.

Highway ~

Cathy advised that Doug Inkley had contacted her regarding the road runoff problem on Wright’s Road that was brought to the Board’s attention last year. She reached out to Eric, who reached out to Josh. Josh advised that his role is dealing with stream alterations, not ditching or road run-off, so he reached out to Jim Ryan who also works for the state with the MRGP – helping towns comply with stormwater permit requirements. Jim advised that the work Eric and Ron did on Wright’s Road last year complies with the permit and meets the new standards and Best Management Practices, ditches are stone lined, vegetative areas have been seeded, and the road is crowned. There is a slight berm on the shoulder which Eric noted he will take care of when he grades there next.

Doug explained that he was only inquiring about the status of a solution to the pollution created during storm events. His memo was intended to reflect respect for the town and state, recognizing that this is only one problem of many that has to be dealt with. He noted that the problem still existed, and suggested that a cross culvert might solve the problem and that the

owners were willing to have the culvert drain into their field. The Wright/Inkley family has tried to protect the stream for 80 years, including yearly testing.

Josh noted that his advice is only what the town is required to do, they can add another culvert, but it is not required.

Eric advised that it would be expensive, there is ledge to blast or it would require adding a couple of feet of gravel for a couple hundred feet both ways to raise the road to cover it. Board discussed need to look at total work required and other sections of roads that need to be addressed for the MRGP permit, and how to budget for it.

Board asked if Doug could wait a year. Doug advised they could, they respect the process, are not upset or want it to go faster. But they do want to see the storm water go across the road before it gets to the stream to prevent turbidity that will run into the Channel.

Board asked Eric for an estimate, he advised he will get a quote from a contractor. Frank thanked Josh and Doug for their input.

Cathy noted that folks needed to communicate road problems to Eric, not Board members.

Eric noted that grading is nearly completed this round. Not a lot is going on, the new trailer for the chloride tank is working well, (cost \$2,000 and new tires), and really appreciates being able to get it.

Roller grant – Eric has asked for an extension to complete the project due to short notice of the grant award and the need to resource materials. Waiting to hear.

Fuel Bid – Cathy moved and Meadow 2nded to approve draft fuel bid request, due on June 10, 2021, all voted in favor.

Tax Sales - Cat Yoder-DTC, advised that three properties were two or more years behind in taxes and asked the Board's permission to proceed to tax sale – Carol Baker, Larry and Cris Carabeau (3 properties) and Fairfield Whiting Jr. After brief discussion, Cathy moved and Meadow 2nded to grant permission to the DTC to proceed to tax sale for these three properties. All voted in favor. Board discussed other delinquent tax payers on the report – some have agreements and are paying monthly, some are only one year in arrears – some are un-inhabitable old mobile homes – some will be going to the Board of Abatement with requests. As Prouty is now out of bankruptcy court, Cat may come back next month with further request if no re-payment agreement is made.

Paving Bids –	Cost per ton	Shouldering
Fuller Sand & Gravel	\$64.00	\$1
Pike Industries	\$70.00	\$11,610
Wilk Paving	\$64.95	\$3,900

Cathy moved and Meadow 2nded to accept Fuller Sand & Gravel's bid, all voted in favor.

Wood Pile Bids –

Dave Fox bid \$267.77

Rick Fallar bid \$351.00

Michael Fallar bid \$400.00

Roscoe Jones bid \$651.75

Cathy moved and Meadow 2nded to accept Roscoe Jones' bid of \$651.75. All voted in favor. Wood will be moved by June 20th.

Financial ~

Financial Report – Cathy moved to accept, Meadow 2nd, all voted in favor. Board discussed the need to review the budget for unspent budget lines before the end of the year – June 30.

Warrants Reviewed ~ Payroll Warrants #43 dated 4/22/21 for \$1,412.21; #44 dated 5/3/21 for \$3,691.82; and #45 dated 5/10/21 for \$1,412.21; and **Accounts Payable Warrants** #22 dated 4/22/21 for \$4,620.0; and #23 dated 5/3/21 for \$12,082.75 were reviewed. Cathy moved, Frank 2nd, to approve, all voted in favor.

Professional Audit ~ Just received, will be on agenda for the 25th.

Transfer to Capital Building Fund – Board reminded treasurer to transfer extra state highway aide and wood piles sales to the Capital Building Fund. Duly noted.

Board of Abatement (BOA) – There have been several requests for abatement of penalty and interest, Board set June 8th for hearing. BOA is the BCA (Select Board, Justices of the Peace and Clerk), Listers and Treasurer.

Old Business ~

Trash at 605 Mountain View – Frank reported that Ron Hill will be getting another dumpster to continue the clean-up.

Trash at 72 Snow Mtn Lane – Frank reported it is contained in the dwelling, road has been cleaned up.

Personnel Policy Review – Postponed to May 25th meeting.

Personnel Review – Board discussed having one member sit down with employees to discuss goals, improvements, concerns, etc. noting it is awkward for only 3 employees. No decision.

‘What If Plan’ – Gail advised that work is continuing on it, but it really should be a COOP – Continuation of Operations Plan – and include all departments – highway, transfer station, town office, and administration. The auditors have recommended creating an accounting policy and procedure manual – work has begun on that as well.

New Business ~

Select Board Operations – Cathy suggested each Board member be a liaison with either the highway, town office or transfer station – be a go-to person for staff – Frank wondered if this would this be helpful or interference? Discussion, no decision. Need guidelines to clarify who gets called – ie road issue call the town garage.

Listers Request for Extension for Grand List - Cathy moved, Meadow 2nd to approve Listers request for 30 day extension to complete work on 2021 grand list. All voted in favor.

Grant Reynolds Resignations – Board accepted with sorrow and appreciation for all Grant’s service to Tinmouth. Vacancy notices will be posted for planning commission, zoning board of adjustment, old creamery committee, and representative to the Rutland Regional Transportation Council.

Michael Fallar, Planning Commission Chair, advised that the PC will meet soon to make a recommendation to the SB regarding filling Grant’s vacancy. He noted that Grant was a very valued member of the PC, will be greatly missed. He advised that with Covid winding down, the PC will begin meeting again, need to re-organize and hold a hearing for Kim Young’s subdivision.

Members Concerns –

Cathy noted that the Town of Danby was discussing an ATV Ordinance that would allow ATV's on dirt roads – wondered what will happen when those riders reach Tinmouth roads – there are several that cross the town lines. Board needs to be aware of this proposal.

Mail/Correspondence – Audit from Sullivan & Powers – already forwarded to members; webinar regarding covid money, Cathy will attend.

Executive Session – None

Next Meetings Schedule ~ June 10th and Jun 22nd (4th Tuesday)

Meeting adjourned at 9:06 pm.

Respectfully submitted,

Gail Fallar
Select Board Assistant

DRAFT