

**Town of Tinmouth
Select Board
Thursday, January 3, 2023
Special Meeting Minutes**

Members present(in-person): Kevin Eaton, Meadow Squier, and Cathy Reynolds

Others present:

In-person: Eric Buffum-road commissioner, Michael Fallar and Gail Fallar-SB Assistant

Via Zoom: Sherry Johnson, Kim Harbaugh, Pat Psholka, Judy Gilmore, Kyle Parker, Rick Fallar, David and Nancy Birdsall, Rick Smyrski from Morton Buildings

Cathy called the meeting to order at 6:01, welcomed everyone. Added potential meeting if petitions are submitted for town meeting; and added Todd Dennis to the agenda.

Citizen's Input: Michael noted that the SB 6:00 meeting time is too early, meeting at 7:00 allows time for dinner and a bit of family time.

Public Works: Rick Smyrski reported the fire marshal inspection resulted in approval with conditions to requirements for handicap signs, fire extinguishers, shimming near doors, etc. He noted that the punch list was mostly done – hoped to be done by Friday, slab for porch will be done in the spring, bollards for the front doors have a work around for now – will re-do in the spring. Board discussed invoice #6, authorized payment, but will withhold final payment until the project is all done. Rick advised the road crew will be able to move in and occupy soon. The state Fire & Safety Permit will need to have additional costs reported and pay an extra fee. Cathy will sign, as she signed the first permit.

Cathy noted Efficiency Vermont was providing a \$1,000 incentive for energy measures, Board agreed by consensus to ratify Cathy's signing the paperwork and to accept payment.

Board thanked Rick.

Highway: Eric reported lots of downed limbs and trees. He shimmed the doors and repaired the muddy driveway. Has looked at one wood chipper – too small. Board reviewed highway work plan; discussed procurement guidelines for used equipment – SB will set number not to exceed, RC will make decision – still needs work. After discussion of where the money would come from, ARPA, Equipment Fund, or carry forward, Meadow moved and Kevin 2nded to authorize Eric to spend up to \$25,000 for a used wood chipper from the FY22 carry forward, all voted in favor. Eric noted there were two places in New Hampshire with chippers, could he take a blank check? Board discussed, Treasurer was reluctant, Meadow moved and Cathy 2nded to authorize Kevin and Eric to take a check (not to exceed \$25,000), for purchase of a used wood chipper, all voted in favor.

Board reviewed draft FY24 highway budget, discussed the Highway Paving/Construction Reserve Fund – what is it for, move it to the Capital Building Fund? Eric noted that there are a couple of major projects coming in the next couple of years that will need access to this funding - current balance is \$35,000. Board decided to leave it alone.

Cathy updated Board on the TAP grant – sand/salt shed- price of building is increasing, still waiting for state to provide information, size may have to change, etc. The grant is \$300,000, town match is \$75,000.

Board discussed culvert replacement at Patry's on North East Road, needs a hydraulic study, and the huge culvert on North End Road over the Channel (installed in the 1960's) needs an inspection.

Financials: Board reviewed monthly report, reviewed warrants, approved all by consensus.

Warrants; Accounts Payable #22 dated 12/12/22 for \$431,938.07; and #23 dated 12/22/22 for \$14,294.20. Payroll #23, dated 12/12/22 for \$2,395.14; #24, dated 12/24/22 for \$3,802.78; and #25, dated 12/27/22 for \$1,992.42.

Board reviewed draft FY24 budget – approved by consensus. Discussed highway end of year fund balance - \$38,462 – becomes carry forward for highway expense, and general \$67,707 – to be used for cash flow. Board asked for link to Rutland County Sheriff Department for reports.

Minutes: 12/8/22 – corrected amount of match for TAP grant to \$75,000, Meadow moved and Kevin 2nded, all voted to approve as corrected. And 12/14/22 – corrected ‘have’ to ‘half’, Meadow moved, Cathy 2nded, all voted to approve as corrected.

Prep for Informational Meeting: Board agreed to help with set-up, meeting needs to be recorded, asked Meadow and Gail to speak for the Board – apologize for mistakes made, answer questions, provide map showing new proposed location.

Board reviewed and updated Follow-Up list – decided that action items needed to specifically be listed on the agenda. Added website administrator to the February meeting as well as Shade Tree Policy.

Board reviewed draft policies regarding Accounting Auditing & Financial Reporting and Cash Receipts – edited, and asked to see them again at its February meeting.

Energy webinar – Todd Dennis provided written detailed report. Board briefly discussed.

CLA – Common Level of Appraisal – The Vermont Tax Dept. sent notice that for 2023 the CLA would drop to 77.43, which could mean a 15% increase in school taxes. The COD (Co-efficient of Dispersion) increased to 22.08. A CLA less than 85 and a COD more than 20 results in the state ordering a town-wide re-appraisal. After brief discussion, Meadow moved and Kevin 2nded to request a re-determination of the EEPV/EEGL, and authorized Cathy to sign, all voted in favor.

Warning for Town Meeting – added to agenda for special meeting on the 17th.

Member’s Concerns – Credit or debit card is needed for the town, SBA to research, added to February agenda. Cathy advised that she was hoping to not run again for the Select Board, would like to make sure someone is running.

Next Meeting Schedule ~ Thursday, February 9th – 6:00 start time

Meeting adjourned at 8:09 pm.

Respectfully submitted,

Gail Fallar, Select Board Assistant