

Draft

North Hero Select Board Meeting
Monday, July 19, 2010 7:00 P.M.
North Hero Town Office Meeting Room

In Attendance: **Select Board:** Robert Rousseau, Eileen Mitchell, Jim Martin and Marie Kilbride- Andre Quintin at 7:22PM
Town Clerk/Treasurer: Pete Johnson
Public Works: Kevin Daignault
Zoning Administrator: David Jacobs
Board Clerk: Corinn Julow

CALL MEETING TO ORDER

Meeting was called to order by Chair Robert Rousseau at 7:10 P.M.

REVIEW AND APPROVE BILLS FOR PAYMENT

-Warrant with invoices in the amount of \$8,870.76 was circulated for Board review.

-Andre Quintin asked which department, water or public works, authorized the Irick Excavating invoice for top soil in the amount of \$75.00. Kevin is not present when question is asked so Pete is asked to follow up on inquiry.

-Said warrant was signed for approval of payment by: Robert Rousseau, Eileen Mitchell, Marie Kilbride, Jim Martin and Andre Quintin

ADJUSTMENT OF AGENDA

None

APPROVAL OF MINUTES: July 6, 2010

Discussion: =Notate times the board went in and out of executive session.

=Change day of week meeting was held from Monday to Tuesday in document header.

Marie Kilbride motioned the minutes for July 6, 2010 be accepted as adjusted. This motion was seconded by Eileen Mitchell and hearing no further discussion the motion carried 4-0 with Andre not present yet.

RECOGNITION OF VISITORS

David Jacobs states he is available for any questions the board might have.

REPORTS

Public Works

Update: Structures Grant for Pelots Point Road

Jim Martin informs the board the town did not receive the Structures Grant. Discussion follows on how to proceed with project:

=Jim Martin suggests moving road three feet into town right of way instead of a full road width. This would allow the town to start work without the easement deed and reduce costs.

=A retaining wall, guard rail and insulation of waterline would still be aspects included in project.

=Easement will still be pursued by Marie Kilbride.

- =Rob Rousseau will meet with Jim Martin and Kevin Daignault to overview the new project's proposed layout.
- =Eileen Mitchell asks for a new budget proposal for project at next meeting.

Update: Easement for Pelots Point Road

Marie Kilbride will continue to pursue the easement deed through probate court.

Update: Class 2 Roads Grant

Kevin Daignault states he has been informed he can begin work under the Class 2 Grant. Rob Rousseau states the town has 2 years to complete work under the Class 2 Grant and Public Works should focus on emergency projects such as Pelots Point Road.

Andre Quintin states help should not be hired at the cemetery to free up Public Works for work on the Class 2 Grant. Work on this grant should be focused on rainy days.

Brush at Landfill

A letter has been written and sent to Northwest Solid Waste District stating brush is not allowed to be collected without public works personnel present and transfer station employees should be notified.

Weeds at Transfer Station

The board asks Kevin Daignault if he has the ability to clear weeds at the transfer station as the board has been requested by transfer station personnel. Kevin states he would weed whack the weeds and apply a spraying of weed killer.

Town Clerk

North West Regional Planning Grant

Pete Johnson submits an **Agreement for Planning Services** for the board chair's signature. This agreement between the North West Regional Planning Commission and the Town of North Hero is for services the NWRPC will provide in assisting with North Hero Zoning Bylaw and Subdivision Regulation updates. Rob Rousseau signs two copies of the agreement.

Note: A copy is attached to minutes filed in the Town Office. Original is filed in the Town Office under Grant Agreement File.

Personnel Policy Amendment: Disability

-Pete distributed an example amendment to the personnel policy for removing disability coverage from the town's employee benefit package.

-Board asks if they can approve the amendment as is. The town clerk responds that is their decision.

-Andre states the agenda lists Personnel Policy Revision under New Business so action can be taken at this meeting.

-Andre Quintin motions to remove the short term disability rider from the North Hero Personnel Policy. Marie Kilbride seconds the motion and it passes unopposed, 5-0.

-Eileen states the board should compare the approved amendment to the policy it replaces and suggest any wording changes necessary.

Note: A copy is attached to minutes filed in the Town Office

Update: Veterans Exemption Tax Rate

Pete states the Veterans Exemption tax rate is .0004 which is an increase from the original rate of .0002 submitted to the board at the last meeting. The number was originally based on the municipal taxes and should have been based on education.

UNFINISHED BUSINESS FOR ACTION OR DISCUSSION

No unfinished business at this time.

NEW BUSINESS

New Lister Appointment

-Rob Rousseau read a letter submitted by the listers recommending Jim Kilbride for temporary appointment to a vacant lister position. The listers will continue to advertise in the Islander for a lister replacement.

-Jim Martin asks if there are any conflicts of interest involved with appointing Jim Kilbride to this position while his wife is serving on the select board. The Select Board Handbook states no such conflict.

-Eileen Mitchell moves to appoint Jim Kilbride to the position of lister to be served on a temporary basis only until the vacancy can be filled. Jim Martin seconds the motion and it passes 4-0 with Marie Kilbride abstaining.

Note: A copy of letter is attached to minutes filed in the Town Office

Personnel Policy Revision: Short Term Disability

Action taken during Town Clerk Reports, see above.

CORRESPONDENCE SHARING: DISCUSSION OR ACTION

Rob Rousseau shares he has received a health complaint regarding a smoldering brush pile. He has verified a burn permit was acquired for this fire but the permit is good for one day and the fire has burned for six days. The property owner will be notified he needs to extinguish the fire completely.

CORRESPONDENCE FOR SHARING: INFORMATION

The following was distributed to the Board for their information:

- E.A.P. newsletter.

EXECUTIVE SESSION

Eileen Mitchell motioned at 7:55PM this meeting be recessed to go into Executive Session for a personnel matter. This motion was seconded by Marie Kilbride and hearing no further discussion the motion carried 5-0.

Marie Kilbride motioned to come out of Executive Session at 8:30PM and reconvene the Select Board meeting with no action taken. This motion was seconded by Eileen Mitchell and hearing no further discussion the motion carried 5-0.

AGENDA BUILDING

No additions at this time.

ADJOURNMENT

Marie Kilbride made a motion to adjourn this meeting 8:35PM. This motion was seconded by Eileen Mitchell hearing no further discussion the motion was carried 5-0.

Respectfully Submitted,

Corinn Julow

C: Board Andre/Jim/Marie/Robert/Eileen
Town Clerk
Web Page
File