

Draft

North Hero Select Board Meeting
Monday, August 2, 2010 7:00 P.M.
North Hero Town Office Meeting Room

In Attendance: **Select Board:** Robert Rousseau, Eileen Mitchell, Jim Martin, Marie Kilbride and Andre Quintin
Town Clerk/Treasurer: Pete Johnson
Board Clerk: Corinn Julow
Guests: Rick Whittlesey and Meg Pond

CALL MEETING TO ORDER

Meeting was called to order by Chair Robert Rousseau at 7:00 P.M.

REVIEW AND APPROVE BILLS FOR PAYMENT

-Warrant with invoices in the amount of \$14,069.73 was circulated for Board review.

-Andre Quintin asked about the \$149.00 charge from Systems East. Pete explains \$99.00 is the initial set up charge for the town to accept credit card payments. The remaining \$50.00 is the monthly payment for months of June and July. In the future we will see monthly charges of \$30.00.

-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 19, 2010

Discussion: =Change length Pelots Point road will be widened into the town right of way from three feet to four feet..

=Strike the term "short term" from the motion Andre Quintin made under Personnel Policy Amendment.

Andre Quintin motioned the minutes for July 19, 2010 be accepted as adjusted. This motion was seconded by Marie Kilbride and hearing no further discussion the motion carried 5-0.

RECOGNITION OF VISITORS

C.I.D.E.R. representatives Meg Pond and Rick Whittlesey state members from C.I.D.E.R. are visiting groups in the county to help gauge the need for an assisted/independent living facility for elderly in Grand Isle County. The board asked questions and participated in a brief discussion. The board is thanked for their time and input.

REPORTS

Public Works

Update: Easement and Survey for Pelots Point Road

Jim Martin states work has begun on Pelots Point Road and that work will not be done over edge of bank as there is enough shoulder left to sustain guard rails. Rob Rousseau states money from 08/09 budget was set aside for this project so we are still well within budget limits He also informs the board the water line under the road will not need to be insulated which is a big money saver. Project should be completed in the next few days with paving to happen the following summer.

Brush Hogging

Andre Quintin states the town should plan for expense of small tractor and brush hog so town can do its own brush hogging. He states we could recoup our money quickly based on what we spend to hire out to various jobs around town. Rob Rousseau states Kevin is looking into a wheel kit to improve what the town has for brush hogging. Discussion over best use for our equipment follows.

Update: Class 2 Roads Grant

No discussion tonight.

Comp Time Policy

Rob Rousseau states the public works department would like to be able to generate comp time throughout the year. The Town Clerk briefly overviews the current comp time policy with the board. Questions as to how comp time is paid out are addressed to the town clerk and discussion follows. Rob Rousseau states the policy should be reviewed completely during future budget talks. He states the policy review should coincide with discussion over how many employees the town wishes to employ for the public works department and if they will be full or part time, year round or seasonal.

Water Department Update

Rob Rousseau states a pump has failed at the water plant. The pump needs to be rebuilt and in the meantime the water plant will run on four pumps. He states the pumps are keeping up with current demand.

A discussion on town water lines vs private water lines follows.

Employee Evaluation

Eileen Mitchel asked if employee evaluations have been completed. Rob Rousseau answers yes. Eileen asked that employees sign the evaluations to acknowledge as stated in the personnel policy.

Town Clerk

CDL Physical Requirements

As follow up to a question asked by board members at the Public Works employee performance evaluation Pete Johnson states through correspondence with VLCT he has found municipal government employees are exempt from the medical examination requirements and a medical card is not required for their CDL.

Marie Kildbride asks for that information to be included in the personnel policy so future boards are aware of the exemption.

Insurance: Tool Coverage

Pete Johnson states he has contacted the town's insurance agency to inquire about tool coverage. He was informed the current town policy includes \$72,540.00 in comprehensive coverage for the town garage which covers contents. However, the insurance agent recommends the town keep an inventory of the contents and up the insurance as needed. A brief discussion over past inventories follows with a general consensus a current inventory would be a good idea.

Delinquent Tax Collector: Second and final notices sent

Pete states the second notices for tax sale of delinquent properties were mailed today, August 2nd 2010. Seven property owners will receive the notices. However, Pete has formed an agreement with one property owner who also made one payment toward their taxes and two other property owners have contacted him regarding the payment of their taxes.

UNFINISHED BUSINESS FOR ACTION OR DISCUSSION

Formal Acceptance of the Hospitalization, Medical & Health Insurance Personnel Policy

The amendment removing disability insurance from the benefit package for town employees is circulated for board signatures; Rob Rousseau, Marie Kilbride, Eileen Mitchel, Andre Quintin and Jim Martin all sign it.

NEW BUSINESS

Environmental Court DRB Appeal-Kelsey

Bob Kelsey has appealed a decision of the DRB board to the Environmental Court. The town attorney, Paul Gillies, advises the appeal is a direct challenge to the North Hero Zoning by-laws so the town will need to be involved throughout the process. A brief discussion over litigation costs and budgets follows.

Marie Kilbride motions to approve the denfense of this case. Andre Quintin seconds it and the motions passed unopposed 5-0.

Cedarvale Street Signs

Private residences on Cedarvale Lane have requested the town order two street signs with the wording: Private – No Beach Access. The residents will pay for and install the signs.

Eileen Mitchell motions to approve the purchase of the signs to be reimbursed by the residents of Cedarvale Lane. Marie Kilbride seconded the motion and it passed unopposed 5-0.

CORRESPONDENCE SHARING: DISCUSSION OR ACTION

None at this time.

CORRESPONDENCE FOR SHARING: INFORMATION

The following was distributed to the Board for their information:

- Vermont Local Roads: *Jeff Gratton and Douglas Ward have attended the Work Zone Flagging Workshop.* Marie asks if this has been included in their personnel file and the town clerk stated it had.
- VLCT: *Voting Delegates at the VLCT Annual Business Meeting Designation Form*
No board members are currently interested in attending.

EXECUTIVE SESSION

None needed at this time.

AGENDA BUILDING

No additions at this time.

ADJOURNMENT

Jim Martin made a motion to adjourn this meeting 8:20PM. This motion was seconded by Andre Quintin 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