

Town of Isle La Motte
Selectboard Meeting
May 3, 2017
Town Hall at 5:00pm

DRAFT

Members Present: Steve Stata, Rusty Spaulding and Selby Turner

Others present: Town Clerk Betsy Howland, Bill Howland, Auditor Sylvia Jensen, Keri Johnson, Lister Louise Koss, Lister & Delinquent Tax Collector Mary LaBrecque, Barb Larvey, Steve Rowe (Fire Company), Lister Debbie Spaulding, Joyce Tuck, Treasurer Cathy Tudhope, Robin Veszpremy (Fire Company), John Yartz, Jane Zera, Trustee of the Public Funds Paul Zera

The meeting was called to order at 5:02 pm by Chair Steve Stata.

1. Changes/Additions to the Agenda

Spaulding asked to add Act 64 to the agenda under other business.
Stata asked to move the Executive Session to #2 on the agenda.

2. Executive Session

Motion by Spaulding to go into Executive Session, 2nd by Turner, all in favor.

At 5:04 pm the three Selectboard members and the two Fire Company board members went into executive session.

The executive session ended at 5:32pm. Legal and personnel issues had been discussed.

No action was taken.

3. Selectboard Clerk Discussion

Stata announced that Town Clerk Betsy Howland has volunteered to take the Selectboard minutes and do the postings until an appointment is made. Stata will compile the agendas. The position will be posted on Front Porch Forum.

4. Special Election for Town Clerk and Town Treasurer

Interim appointments for Town Clerk and Town Treasurer were made at the April 21, 2017 Selectboard meeting.

Betsy Howland, Clerk and Cathy Tudhope, Treasurer were sworn in on 4/26/2017.

The Selectboard will call a special election to fill these positions.

After some research and discussion, the date of the special election was set for

Tuesday July 11, 2017. The election will be warned 35 days ahead, on June 7, 2017.

Petitions will be due on June 5, 2017 at 5:00pm, which is the 6th Monday before the vote.

5. Auditor Vacancies

Betsy Howland and Cathy Tudhope resigned from the Board of Auditors as of April 25, 2017.

Sylvia Jensen asked if these two vacant positions will be included in the Special Election on July 11.

After some discussion regarding appointing interim auditors, the consensus of the Selectboard was to post the resignations and advise the openings for two auditors, to be filled at the special election.

Spaulding made a motion to include Town Clerk, Town Treasurer, Auditor 1 year and Auditor 3 years in a special election on July 11, 2017. Turner seconded the motion and all voted in favor.

6. CPA Audit

Stata asked Auditor Sylvia Jensen if the requirement to examine the books when a treasurer leaves

office had been completed. Jensen reported that the process had been started, but not completed due to the resignations of two auditors.

Stata proposed engaging our current CPA audit firm to do an audit. There was a discussion of timing. There was consensus that it be done promptly.

Spaulding made a motion to have a discussion with, and engage our CPA auditor ASAP, Turner seconded the motion and all voted in favor.

Stata in conjunction with Treasurer Cathy Tudhope will make the arrangements.

7. Warrants for Payroll and Payables

Motion by Spaulding to ratify Turner's signature on the 4/21/17 payroll warrant in the amount of \$2305.15, 2nd by Turner. All voted in favor.

Motion by Spaulding to approve the 4/29/17 payroll warrant in the amount of \$1530.43, 2nd by Turner. All voted in favor.

Motion by Spaulding to ratify Turner's signature on the 4/19/2017 payables warrant in the amount of \$30,957.43, 2nd by Turner. All voted in favor.

Motion by Spaulding to approve the 4/21/2017 IRS tax payment warrant in the amount of \$623.70, 2nd by Turner. All voted in favor.

Motion by Spaulding to approve the 5/3/2017 payables warrant in the amount of \$27,031.71, 2nd by Turner. All voted in favor.

8. Neil Raymond Letter

The Selectboard is in receipt of a letter of complaint from Neil Raymond dated March 27, 2017.

Raymond states that his mailbox has been destroyed twice by John Yartz when plowing the road.

He is requesting compensation of \$259.33 to repair the mailbox and the support post.

John Yartz stated that his practice is to put mailboxes back up if they are knocked over by the plow.

He was not aware that damage had occurred and wondered why Raymond had not contacted him.

Stata confirmed that the Town's position is that no payment is made for damaged mailboxes, but

with the understanding that John will put them back up if knocked over. Raymond's letter was passed to Turner as Road Commissioner to make a written response.

9. Minutes

Motion by Spaulding to approve the minutes of 4/5/2017, 2nd by Turner and all voted in favor.

Motion by Spaulding to approve the minutes of 4/15/2017, 2nd by Turner and all voted in favor.

Motion by Spaulding to approve the minutes of 4/21/2017, 2nd by Turner and all voted in favor.

10. Appointment of Town Officials

Betty Lockerby is not available to continue as Town Service Officer, and so far no one else has come forward. This appointment is required by the State.

Sylvia Jensen confirmed that she would like to continue on the NW Regional Planning Commission, and Paul Hinman is willing to continue as well.

11. Speed/Traffic Update

Cathy Tudhope reported that Ray Allen hasn't sent anything in yet, and that she will contact him again.

12. Road Commissioner report

Turner reported that John Yartz has been spreading material, and grading on East Shore and West Shore Roads.

Paul Pouliot is coming tomorrow to fill potholes with hot mix, which is preferable to the cold patch used in the past. Turner considers cold patch to be a waste of money.

There was an in depth discussion about the narrow shoulder width on Main Street and the several vehicular accidents that have happened there. Turner's feeling is that the recent accident involving a fire truck was preventable and that the accident with the propane truck last summer may have been due to uneven paving on the shoulders around mailboxes.

Stata reported that Dan Rainville had received a communication from the driver of the propane truck Complaining of insufficient shoulder width not up to accepted standards.

Turner suggested putting reflective markers and signage at the problem areas. Bill Howland stated that as an EMT he has responded to four crashes on north Main Street and feels there is a priority to fix the problem.

The feeling of the Selectboard is that increasing the shoulder width will be a significant expense due to the wetness of the land adjacent to the road. However, water quality or other grants may be available to help with the cost. Turner will look into this possibility and will contact engineer Jim Smith.

Steve Rowe pointed out that Sucker Brook is not draining well, and this should be addressed first because the level of the brook affects the level of the water in the roadside ditches on Main St.

Stata reminded the group that the Selectboard doesn't clean out Sucker Brook because it flows on private property. However, as Bill Howland pointed out, if Sucker Brook can be linked to the water quality of the ditches in the Town right of way, the town may be able to do some work on the brook and ditches through a water quality grant.

Howland went on to advise the board that there exists a new massive high precision topographic data set for the island and this may be helpful in making a case for linking Sucker Brook to the roadside ditches.

13. Vent Wells at Old Dumpsite

Spaulding reported that the ground is too wet at present to do the venting work.

14. Budget and Balance Sheet

Cathy Tudhope reported out that the VMERS Escrow line showing on the balance sheet was closed out over a year ago and that she will be deleting it. She has contacted Shelburne Limestone and has arranged a 7.5% discount. Merchants Bank does not need a resolution to make the change to a new treasurer, and the banking transfers have been completed. She hopes to be able to take credit cards again soon after training has been done. Spaulding commented that we need to be able to take payments over the phone, and we need to work toward that.

15. Resignation of Art Larvey

Art Larvey has submitted a letter of resignation as Trustee of the Public Funds, dated 4/9/2017.

After a short discussion, **Spaulding made a motion to add the Trustee position to the special election warning, Turner seconded the motion and all voted in favor.**

16. Generator Update

Spaulding reported that the 495 Amp generator is still on the trailer. The engine runs, but the electrical connections are not functional. The board will put out an ad on Front Porch Forum to see if anyone wants it, perhaps for scrap. The best offer will be accepted.

17. Cannon

Turner had nothing new to report about the repair of the cannon.

18. Reappraisal

Debbie Spaulding reported that Stearns Allen and Mary LaBrecque are making good progress with their appraisals, and that Tom Vickery has started on the lakefront properties, using the tablet. Steve Rowe had questions about how the campgrounds are being appraised, and Debbie Spaulding

took the opportunity make the plan clear. All three listers will be appraising the travel trailers and mobile homes in the campgrounds. They will be using the NADA guide.

Residents of and owners of the campgrounds will NOT be appraising their own properties. No pictures are being taken of interiors and personal property will not be taxed. Rusty Spaulding explained that many factors affect the value of wheeled campers; for instance, water and power are available only five months of the year and there is no vehicular access or overnight use during the six months of the year. The new appraisal values will be effective for the 2018 tax year. Taxes will not necessarily be increasing because of the reappraisal.

19. Mowing Town Properties

Stata said he has assumed that Joe St. Lawrence has a three year contract and will continue mowing the town properties. He will check with Joe.

20. John Duffy Request

John Duffy has been unable to find the deed transferring property on north Main St. from him to the Town back in 2004, and on April 19 requested assistance from the Selectboard. Betsy Howland has provided information for the meeting, consisting of a deed and a survey that shows the Duffy's actually transferred their home property to the Town rather than the adjacent parcel. Stata will contact John Duffy.

21. Other Business—Act 64

Spaulding reported on a communication from the Clean Water Advisory Committee. He noted that Sucker Brook may be eligible for an ecosystem restoration grant.

According the timeline listed in the report, towns will apply for Municipal Roads General Permits (MRGP) in July 2018. Also in 2018 semi-annual compliance reports will be due. In 2021 all required implementation and maintenance goes into effect. State funding for these requirements is being discontinued.

22. Other business- Public records request

Louise Koss of Koss Law Office presented the Board with a request for public documents addressed to the Selectboard, the Town Clerk and the Board of Auditors covering the period 03/2016 through 03/2018. Since this item was not on the agenda, the Board decided to have a special meeting on May 9, 2017 at 8:30am to review the document.

Spaulding made a motion to adjourn at 7:34 pm, seconded by Turner, and all voted in favor.

Respectfully submitted,

Betsy Howland
Town Clerk