

Bellows Falls Village Trustees Regular Meeting
Tuesday, August 11, 2015

Present: Nancy McAuliffe, Colin James, Stefan Golec, Sanford Martin, Evelyn Weeks

Also Present: Willis D. Stearns, II, Municipal Manager; Kerry Bennett, Village Clerk; Deborah Wright; Kathleen Neathawk; Barb Joy

Press: Joey Powers, FACT8

Call to Order: Meeting was called to order at 6:00 p.m. by President Nancy McAuliffe.

Additions to the Agenda for Routine Administrative Matters and/or Pressing Matters that will require ratification at a future meeting: None

Approve Minutes of July 14, 2015: *Stefan Golec made the motion to approve the minutes of July 14, 2015 as printed. Motion was seconded by Sanford Martin. Motion passed unanimously.*

Public Comment on Items not on the Agenda: (3 minutes per person):

- Deborah Wright stated that she had received a phone call from a reputable source stating that one of the Bellows Falls police officers had been seen by a Town employee sleeping at the Rockingham Rec Center while on duty.

Manager's Report: None

Agenda:

1. Updates

- a) Update on 35 Front Street: No change since the last report. There is a lien on the property and there has been no communication from the property owner or the bank.
- b) Update on 25 Hapgood Street: No status change. Underage individuals were caught breaking windows in the house and the police were called. One neighbor asked if this would be cause for the Town to board up the house. Stearns stated that it is not and this is a police matter.
- c) Water Projects: A meeting is scheduled tomorrow from 9:00 am to 1:00 pm for close out of some of the water projects. The project north of the water system to Industrial Drive and Sonnax is complete and it is expected the contractor will submit final invoice. The Village will retain 5% of the cost for one year. The pipe bursting from Pond Road to Industrial Park has not been approved yet by the State but there is no reason to believe that it will not be approved. Morgan's Field area is complete and final invoice is expected. The Village will retain 5% of this project as well. Henry & School Street project is approximately 2 weeks behind schedule. We are still awaiting final approval to connect Hadley Street and Chase Park from the State. At the Water Plant the gatehouse has been successfully removed from the pond and placed on dry land, the dock has been removed.

- d) Wastewater Project: The zoning applications have been submitted to the Town. The project has not gone out to bid yet and it is anticipated that this will happen by mid October.
- e) Route 5 State Project: Stearns stated that this was not on the agenda but would give a brief report on this project as well. Stearns emphasized that this is a State project being done by Pike Construction. Milling is complete. Stearns noted that there are approximately 600 +/- structures in the road and new rings and covers have been purchased by Town Highway and Village Wastewater. These will be installed by the State contractor. Town Highway is trying to keep ahead of the significant amount of holes that are being opened up with surepak and Pike also with hot mix. Martin asked if the old covers could be recycled. Stearns stated that they could and will be. Some of these will be kept to replace ones in other areas that break. Stearns stated that the cost for these covers was \$7,600 out of the Wastewater Fund. There will be no labor costs involved as the installation of these will be done by the State project.

2. Finance Office – C. Stearns

- a) FY2015 & FY2016 YTD Budget Status: Stearns stated that there is approximately a \$251,000 fund balance to date. Auditors will be here in approximately 4 weeks. Martin asked where he could see the revenue from the grant for the new equipment and why this was not credited to that specific line item. Stearns directed Martin to the revenue line for fire department grants and explained the procedure.

Stearns noted that we are just over a month into the new fiscal year and there is nothing significant to report at this time.

- b) Approve Vehicle Purchase & Financing – Police Department: Stearns noted that there was \$40,000 in the budget for this purchase and therefore there is no financing options as this would be a direct purchase. Stearns noted that quotes were received from Formula Ford, who had the State bid, of \$25,547.00 and Durand for \$30,653.00. Stearns noted that Durand has come back stating that they would match the State bid of \$25,547. Martin stated he would like to give a shout out to Durand for stepping up and matching the State bid and noted that Durand does a lot for this community. Stearns stated that this purchase would be for a stripped Interceptor and a quote was received from Adamson Industries to outfit the vehicle of \$12,716.95. *Sanford Martin made the motion to accept the bid from Durand Ford and Adamson Industries as presented and authorize the Municipal Manager to sign a contract with these companies. Motion was seconded by Colin James. Motion passed unanimously.*
- c) Award Fire/Police Facility Roof Contract: Stearns noted that bid packets were sent to 4 area contractors with bids due on Wednesday, July 29, 2015. One bid was received from Jones Brothers Roofing of \$76,000.00. Stearns reminded the Board that \$80,000.00 was included in the FY2016 budget for this project. Stearns did note that this will replace the

main structure roof and does not include the flat roof which was recently replaced. *Colin James made the motion to award the bid to Jones Brothers Roofing & Carpentry, Inc. and authorize the Municipal Manager to sign the contract. Motion was seconded by Evelyn Weeks. Motion passed unanimously.*

- d) Wastewater Loan Amendment #2: Stearns stated that this is for the Wastewater Project RF1-177-1 for the Wastewater Treatment Facility Upgrade project. *Colin James made the motion to authorize the Village President and the Village Clerk to sign Loan Agreement Amendment No 2 and authorize the Municipal Manager to sign IRS form 8038-G as presented. Motion was seconded by Sanford Martin.* Wright asked if this was based on the bond. Stearns stated that this was part of the \$7 million approved bond. Wright asked how this will impact the taxes. Stearns stated that this will not impact the taxes at all as this is a Wastewater Project which is paid by user fees. *McAuliffe called for a vote on the motion. Motion passed unanimously.*

Overtime & Comp Time Reports: No comments or concerns.

Review Fire Dept & Police Dept Call Logs: No comments.

Review Agenda Items for Next Regular Trustees Meeting – September 8, 2015:

- ? USDA documents for signature
- FY2016 YTD budget status
- Projects Update

Review Agenda Items for Joint Board Meeting – September 29, 2015:

- Overnight Parking Permit Policy

Approve Orders, Bills and Warrants: *Colin James made the motion to approve the orders, bills and warrants as presented. Motion was seconded by Evelyn Weeks. Motion passed unanimously.*

Other Business:

- McAuliffe read a Thank You note from former Zoning Administrator/Health Officer Ellen Howard.
- Weeks asked if there was any update on the TransCanada case. Stearns stated that he has heard no results yet but is expecting it any day.
- James congratulated Kim Boville and Shona Grill for breaking the Guinness Book of World Records longest grilling time. Kim and her staff and volunteers grilled for 34 hours during Old Home Days weekend.
- Golec asked what the cost for police and fire was for Old Home Days. Stearns stated that he has not calculated this out yet. Stearns did note that with the Chamber's move back to the Waypoint Center, all local merchants remained open during Old Home Days.

- Golec asked what the status was of removing old poles around the Village. Stearns stated that there are still wires on a lot of these poles that have to be removed. However, the Town Highway Department will be removing those that can be taken down when time allows.
- Golec asked if Meadow Lane sidewalk was still on the radar. Stearns stated that it was.
- Golec asked about the status of the bucket truck. Stearns stated that Buck Adams Trucking was contracted to transport the bucket truck to be repaired. All hydraulics are not functioning properly. However, the vehicle did not pass inspection earlier today and new tires have been ordered.

Executive Session – The appointment or employment or evaluation of a public officer or employee. 1 V.S.A. §313(a)(3): *Stefan Golec made the motion that the Board enter executive session at 6:45 p.m. to discuss the appointment or employment or evaluation of a public officer or employee, 1 V.S.A. §313(a)(3), and invite the Municipal Manager and the Human Resource Coordinator to attend. Motion was seconded by Sanford Martin. Motion passed unanimously.*

The Board came out of executive session at 7:14 p.m. and the following action was taken.

Sanford Martin made the motion that the Bellows Falls Village Trustees approve the Separation Agreement between the Bellows Falls Village Corporation and William N. Weston as presented, and authorize the Village President and Municipal Manager to sign the document. Motion was seconded by Stefan Golec. Motion passed unanimously.

Adjourn: *Sanford Martin made the motion to adjourn the meeting at 7:15 p.m. Motion was seconded by Stefan Golec. Motion passed unanimously.*

Attest: _____
Kerry Bennett, Village Clerk