

PRELIMINARY MINUTES

**TOWN OF LUDLOW
BOARD OF SELECTMEN**

PUBLIC HEARINGS AND REGULAR MEETING

August 6, 2018

BOARD MEMBERS PRESENT:

Bruce Schmidt	Logan Nicoll
John Neal	Brett Sanderson

STAFF PRESENT:

Scott Murphy	Rose Goings
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OTHERS PRESENT:

John Bollato	Liz Peyton	<u>From Okemo Valley TV</u>
Terry Carter	Andrea Sanford	Tanner Bischofberger
Alan Isaacson	Terry Thayne	Ed McEneaney

**PUBLIC HEARING
Town Zoning & Flood Hazard Regulations**

Pursuant to the provisions of Title 24, Chapter 117, §4444 of the Vermont Statutes Annotated, the Board of Selectmen for the Town of Ludlow proposes to adopt an amendment to the Town Zoning & Flood Hazard Regulations, under Section §4415, Interim bylaws.

- A. Vice Chairman Bruce Schmidt called the Public Hearing to order at 7:00 p.m. He explained that this hearing is to discuss Interim Zoning with regard to drive-ins, drive-ups and drive-throughs.
- B. Terry Carter said that the recent permit request for a drive-up window by Ludlow Pharmacy led to finding some ambiguities in the language in the zoning regulations as well as confusing or missing definitions. The DRB needs better regulations to help them make their decisions. The Planning Commission needs time to go through the regulations to clarify language and insure that the definitions are also in order.
- C. John Neal asked if the language in Section 520 will be the interim language.
- D. Alan Isaacson said this is only an interim step and the Planning Commission has up to one year to complete the re-write. During that time, this will stop any drive-ins, drive-ups and drive-throughs. He said that the original language for this was based on a town vote to not allow fast food restaurants with drive-up windows. Interim Zoning is a good step, but the Planning Commission needs a statement from the Select Board of what it would like in the regulations. Do you just want to stop fast food restaurants with drive-up windows?
- E. John Neal voiced his concern, saying that the language in the Interim Zoning is a definite stop to all drive-ins, drive-ups and drive-throughs. He is okay with Interim Zoning and thinks that it is up to the community to decide whether or not it wants them. He said that the time limit for Interim Zoning is 2 years, but can be rescinded at any time. That should be included in the Interim Zoning language. The language, as written, suggests a 2-year moratorium and is way too definite for him.

- F. Logan Nicoll said that could be added to the language. The Planning Commission wanted to get this to the Select Board before any other applications for hearings came in. The DRB asked for clarification and for the language in the zoning regulations to be cleaned up.
- G. Alan Isaacson said that if this is approved, the cover of the zoning regulations would specify “Interim Zoning, approved on (date)”.
- H. Rose Goings said that at their last meeting, Bruce Schmidt asked the Planning Commission to move quickly on this. The Planning Commission held a public hearing and the people were okay with any application for drive-ins, drive-ups and drive-throughs, but fast food restaurants.
- I. John Neal said the Interim Zoning language should be more specific under Section 520.14, that it is interim zoning only.
- J. Terry Carter said it is on the agenda for the Planning Commission meeting next Tuesday.
- K. John Neal said at the last meeting, the Select Board suggested 6 months to complete this. He is comfortable with that, but said that the language is too specific as written.
- L. Alan Isaacson said that the Planning Commission could probably get back to the Select Board in 6 months. He asked how we could get community opinion.
- M. John Neal said to call an informational meeting. He understands that the regulations are not clear.
- N. Bruce Schmidt said it was pretty obvious from Phil Carter that this DRB would like to stop any applications for drive-ins, drive-ups and drive-throughs while the Planning Commission is working on the language. Bruce Schmidt said it was his understanding that the interim zoning would stop applications while the process is going on. By statute, interim zoning has a time limit of 2 years. This board can bring it back in 6 months. He asked when the Select Board should make decisions for the town instead of holding a town vote. He does not think an informational meeting would help. This board cannot pass on hard decisions all the time. We have to make some decisions. This proposed zoning becomes Interim Zoning after this meeting.
- O. Alan Isaacson said it became Interim Zoning when this hearing was warned, unless acted upon by the Select Board.
- P. Bruce Schmidt closed the public hearing for Interim Zoning at 7:14 p.m.

PUBLIC HEARING

Town Smoking & Tobacco Policy

Pursuant to the provisions of Title 24, Chapter 59, §1971 of the Vermont Statutes Annotated, the Board of Selectmen for the Town of Ludlow proposes to adopt an amendments to the Town Smoking & Tobacco Policy, {Adopted April 2, 2012}.

- A. Vice Chairman Bruce Schmidt called the Public Hearing to order at 7:15 p.m. He explained that this hearing is to discuss changes to the Smoking & Tobacco Policy. The proposed changes are the inclusion use of “e-cigarettes, vaping devices, juuls, hookahs and marijuana”. The proposed changes also include the addition of the following areas: West Hill, Veteran’s Memorial Park and Kesman Memorial Park.
- B. There were no other comments.
- C. Bruce Schmidt closed this public hearing at 7:16 p.m.

REGULAR MEETING OF THE SELECT BOARD

1. Call to Order

- A. Bruce Schmidt called the regular meeting to order at 7:17 p.m.

2. **Consideration of any Changes, Additions or Removals to the Agenda**

- A. Scott Murphy said that signing the People's United Bank Note will be included in Other Business.
B. Brett Sanderson suggested that Item 13 – Discussion of Coolidge Solar Project be moved up on the agenda.
C. Bruce Schmidt said it would be addressed after Item 8 – Entertainment Permit.
D. **MOTION by Brett Sanderson and seconded by Logan Nicoll to move Item 13 up on the agenda to be addressed after Item 8. Motion passed unanimously.**

NOTE; MINUTES WILL BE IN ORDER OF PUBLISHED AGENDA.

3. **Approve Minutes of Previous Meetings**

- A. Bruce Schmidt advised that the minutes to be reviewed are from the meetings on July 2, 2018 and July 6, 2018.
B. **MOTION by Brett Sanderson and seconded by John Neal to approve the minutes from July 2, 2018 and July 6, 2018 as presented. Motion passed unanimously.**

4. **Comments from Citizens**

- A. Roadwork
i. Alan Isaacson said that now that the repaving is done, he asked if the town could run the sweeper along the edges to pick up loose materials.
ii. Brett Sanderson said the town has 2 sweepers and neither is working.
iii. Scott Murphy said he would look into it.
B. Accident on Andover Street
i. Andrea Sanford said that she is a neighbor of the house that was destroyed last week by the truck coming down Terrible Mountain. This is the third time in not too long that that same house has been destroyed. The neighbors would all like to see 18-wheelers not to be allowed to come over Terrible Mountain. If not, the neighbors would all like to see signs and flashing lights. They are all afraid that more accidents may happen with more serious injuries.
ii. Bruce Schmidt suggested that she send a letter to the state and could get the information from Pam Cruickshank or Scott Murphy in the office.
iii. Scott Murphy said he would send a letter to VTRANS on behalf of the Select Board asking that the road be re-signed or flashing lights installed.
iv. Brett Sanderson said something needs to be done as this has happened many times.
v. Alan Isaacson said in Waterbury on Route 89, the state put up huge STEEP HILL signs.
vi. Andrea Sanford said that trucks are doing over the speed limit.
vii. Bruce Schmidt asked for an update at the next meeting.

5. **Possibly Approve & Adopt Smoking & Tobacco Policy Changes**

- A. **MOTION by Brett Sanderson and seconded by John Neal to approve the proposed changes to the Smoking & Tobacco Policy.**

- B. Bruce Schmidt asked for clarification for the future on the difference between Policy and Ordinance.
- C. Scott Murphy said one needs to be posted for 30 days.
- D. Bruce Schmidt said that the town manager should be able to set policy.
- E. **Motion passed unanimously.**

6. **Possibly Approve Interim Zoning & Flood Hazard Regulations Amendments**

- A. **MOTION by Brett Sanderson and seconded by John Neal to approve the proposed Interim Zoning and Flood Hazard Regulations as presented. Vote passed; one nay, John Neal.**

7. **Liquor Control Board – Tavola Ristorante, Inc. (formerly Harry’s on Route 100 North)**

- A. Bruce Schmidt advised this is for Tavola Ristorante, d/b/a Tavola Italiana (in the former Harry’s location.)
- B. Scott Murphy said all of the forms are in and Chief Billings has signed off.
- C. **MOTION by Brett Sanderson and seconded by John Neal to approve the liquor license for Tavola Ristorante as presented. Motion passed unanimously.**

8. **Approve Entertainment Permit – Mangiamo’s Outback Pizza**

- A. Scott Murphy said this is for a general entertainment permit and will expire April 30, 2019. All taxes are current.
- B. **MOTION by John Neal and seconded by Logan Nicoll to approve the Entertainment Permit for Mangiamos. Motion passed unanimously.**

9. **Possibly Approve Proposed Zoning Fees**

- A. Rose Goings said that, as requested, she had forwarded explanations on the proposed new fees. She said that all other public hearing fees are \$300, but the appeal hearing fee has been only \$150 and should be the same as the others. She explained that the public advertisement is \$156, notices have to be mailed to abutters, certified with return receipt, there are DRB fees, and supplies. This increase is to bring them in line with all public hearing fees. The other changes are to make the town and village fee schedules the same - equal across the board. They would be removing the “after 2,500 square feet” which was in the town only. She also included a list of other towns, similar to Ludlow and our fees are consistent and slightly less. We have not raised our fees since 2000. She added that our fees for COs and signs are less and also have not changed for many years.
- B. Scott Murphy said that there were some concerns voiced at the last meeting. We are losing money on appeals.
- C. Logan Nicoll said that he had mentioned at last month’s meeting, that the new schedule had omitted Bianchi fees.
- D. Rose Goings said it hasn’t changed; \$35.00 plus \$10.00 recording fee.
- E. Logan Nicoll has concerns about the 2500 square feet.
- F. Rose Goings said that people are still building but smaller and less locals are building,
- G. Logan Nicoll said he would like to keep incentives for locals.
- H. Rose Goings said it is not really happening.
- I. Bruce Schmidt asked that if a DRB decision is appealed, it goes to the Environmental Court and if people appeal your decision it is only \$300 one time.

- J. Rose Goings said yes.
- K. Bruce Schmidt this may be construed as a way to stop people from appealing your decisions. We should think about raising all of the fees incrementally. We are not doing ourselves a favor by not raising fees for so many years.
- L. John Neal said we should look at the other fees and are they reasonable.
- M. Rose Goings said the \$300 hearing fee is reasonable and sign fee is also. She said that she doesn't charge mileage when she makes site inspections.
- N. Bruce Schmidt said the \$156 for the ad, plus maybe \$67 for 10 abutters, sometimes less. He would think \$200 would be okay. He is not sure if the Planning and Zoning department should be a moneymaker.
- O. **MOTION by John Neal and seconded by Brett Sanderson to approve the changes to the Planning and Zoning fee schedule as presented.**
- P. Logan Nicoll noticed that Lot line adjustment is listed as \$200.
- Q. Rose Goings said it should be \$100.
- R. Logan Nicoll said the Bianchi Fee should be added and Lot Line Adjustment corrected.
- S. **John Neal amended his motion to read as corrected.**
- T. **Brett Sanderson approved change to motion.**
- U. **Motion passed; one nay, Bruce Schmidt.**
- V. Bruce Schmidt said that Rose Goings should be charging mileage.

10. **Board of Listers Errors & Omissions**

- A. Terry Thayne said there are 2 properties to be corrected.
 - i. 8 Terrace Avenue – Terry Thayne explained that this property had been left to the town when the owner passed away. It was never changed on the records. This has been done and the property is now a non-taxable parcel.
 - ii. 701 Route 100 South – Terry Thayne explained that there was a large garage assessed to this property and the garage is really on another property. It has also been assessed to that other property.
- B. Terry Thayne gave the following updates.
 - i. The BCA had 8 appeals and 21 more will be heard on August 21st.
 - ii. Adams and Bixby Houses at Jackson Gore will be appealed.
 - iii. He went to a conference in Middlebury on re-appraisals. There are 18 towns in need of re-appraisal and it takes 2 to 3 years to get a vendor. He said that NEMC crunched our numbers and expect our COD to be close to 18 this year. If it gets to 20, the state requires re-appraisal. We will probably hit 20 in 2020 to 2021. He is going to send out a small RFP to see if there is any interest from vendors.

11. **Possibly Approve Administrative Adjustment to Ledgewood Agreement**

- A. Scott Murphy said that in 2017, a negotiated settlement was made regarding assessed values for Ledgewood properties. The Select Board has to sign the agreement and the numbers are correct.
- B. **MOTION by John Neal and seconded by Logan Nicoll to sign the Ledgewood Agreement. Motion passed unanimously.**

12. **Possibly Waive Penalty for Late Homestead Filers (Non-repeaters)**

- A. Scott Murphy said that, in the past, the Select Board has waived penalties for first time, late Homestead filers. This year, there are 6 new and one repeat late filer. Ulla Cook suggested waiving the penalty for first time late filers again this year.
- B. **MOTION by Logan Nicoll and seconded by Brett Sanderson to waive the penalty for first time late Homestead fillers. Motion passed unanimously.**

13. **Representatives from Blattner & NextEra Energy to Discuss Coolidge Solar Project**

- A. Scott Murphy introduced John Bollato and Liz Peyton from NextEra.
- B. John Bollato said that there are 3 supervisors that report to him and oversee the general contractor, compliance and schedule. They are responsible for permitting and have hired Blattner Energy as the General Contractor. Blattner is responsible for engineering, procurement, construction and daily job decisions. The project will produce 20 mega Watts of energy and be located on 155 acres. It will interconnect into the VELCO substation. The project will include 83,000 solar panels, 9 invertors and a new substation and transmission lines. Clearing started on May 15th and continued through the end of June. It will have 30,000 feet of silt fencing, 2200 piles and 22,000 feet of cable. There will be a substation on Barker Road. The main power transformer base was laid. The racking components arrived from July through August. There will be 31,000 horizontal members. Panels are arriving from mid-August through September. The substation foundation work was started last week and the main power transformer will arrive on August 13th and be set on August 15th. They have hired 79 local persons: 49% from Rutland County, 42% from Windsor County, 5% from other VT Counties and 4% from New Hampshire. Peak activity will occur in September with 150 to 140 persons. They have rented Stearn's Pit for staging and employee parking and will run shuttles taking employees to and from the job site. Trucks had been using Commonwealth Avenue. They have been instructed to use Bixby and large signs have been put up to mitigate this. The bulk of deliveries will be sent to Stearns Pit and await escort to the job site. The CBG permit was amended for blasting and neighbors will be notified of the blasting schedules. Video surveys are complete. The received final approval last week for these and test blasts will occur Wednesday and Thursday. They have posted blasting activity schedules at the east and west ends of the project. They will last about 8 weeks and schedules will be posted for 2 week look ahead blasting times. Blasting will be between the hours of 8:00 a.m. to 5:00 p.m. There will be 4 seismographs for each blast. The end of the construction will be toward the end of October to November. They hope to be commissioned by the end of this year and on-line in December.
- C. Bruce Schmidt asked what they are doing about keeping the road graded. We (the town) graded it once.
- D. John Bollato said that Blattner is responsible to return the road to initial condition at the end of the project. They run machines to pick up loose material. He will speak with Blattner about this and work with Ron Tarbell.
- E. Bruce Schmidt said he hasn't seen any issues and the trucks are professional and attentive to safety. They should keep up with the road.
- F. Scott Murphy said they are in good communication with him.
- G. Liz Peyton said they will be scheduling a construction tour and board members will be invited.

14. **Possibly Approve Building & Grounds Truck Bid**

- A. Scott Murphy said that three bids were received and Benson Chevrolet is the apparent low bidder with a Chevy 2500. He said that the 3500 has better springs, but the springs on the 2500 can be adjusted. Kevin Mac Pherson is comfortable with the 2500.
- B. Brett Sanderson noticed a discrepancy in the price on the bid minutes.

- C. Logan Nicoll said the paper from Benson's is correct. It must be a typo on the minutes.
- D. **MOTION by Logan Nicoll and seconded by John Neal to approve the bid from Benson's Chevrolet for the 2018 Chevy 2500 for \$21,049. Motion passed unanimously.**

15. **Possibly Approve Winter Sand Bid**

- A. Scott Murphy said that Eastman is the low bidder, we have used them before. Their bid in \$14.50/cubic yard, delivered. He said that he asked Ron Tarbell if we could split the bid and get some from M&M, to keep the other bidders happy. Ron Tarbell said he wouldn't mind having the flexibility.
- B. Brett Sanderson said we get the manufactured from M&M. He said it is easier to clean up, but more money.
- C. Scott Murphy said Ron Tarbell likes the manufactured, but you can't see it.
- D. Bruce Schmidt asked how much we get.
- E. Scott Murphy said 2,500 yards and suggested splitting the bid; \$1,500 and \$1,000.
- F. Brett Sanderson said that M&M lets us use their equipment.
- G. **MOTION by Brett Sanderson and seconded by Logan Nicoll to authorize Scott Murphy to split the bid as he determines best. Motion passed unanimously.**

16. **Possibly Approve Community Center Window Flashing Repairs**

- A. Scott Murphy said that he was notified about a month ago that there is leakage and peeling at the Community Center. He received a bid from Cody Surething and a "No Bid" from Wright. Mr. Surething did the cemetery wall and some work for the Legion. He does good work. We need to keep an eye on this. We need to reseal and this is a maintenance issue. Town Policy allows the Town Manager to make maintenance decisions on equipment, but not on buildings. We should discuss this.
- B. Logan Nicoll asked if there is money in the Community Center Capital Account.
- C. Scott Murphy said yes.
- D. **MOTION by John Neal and seconded by Logan Nicoll to award the bid to Cody Surething for \$8,200. Motion passed unanimously.**

17. **Award Contract for Red Bridge Painting**

- A. Scott Murphy said that there is \$5,000 in the budget. The first bid came in at \$19,000 plus \$7,500. They received one more bid – from Catamount for \$12,900. We have worked with them before and they do good work. They can do the work in the fall. We do have money left over from the Walker Bridge project and it is probably enough.
- B. John Neal said he would like to know.
- C. Scott Murphy said he can bring the numbers in next month.
- D. Bruce Schmidt said it is significantly over budget.
- E. Scott Murphy said the bridge is in good shape.
- F. John Neal said he would be more comfortable knowing where the balance is coming from.
- G. Scott Murphy said he will email the numbers to the board members in the morning.
- H. John Neal said the bridge is also busy in the fall.
- I. Scott Murphy said it would be late fall.
- J. Brett Sanderson said mid-October would be okay.
- K. Scott Murphy said they would have to block off the bridge during working hours.

L. Bruce Schmidt said he also doesn't like not having the numbers; the board could approve the bid contingent on the money and not notify the vendor, yet. We can decide to go forward and, if necessary, withdraw the bid. He wants to make sure we have the funding in place before notifying the vendor.

M. **MOTION by John Neal and seconded by Logan Nicoll to approve the bid for Red Bridge based upon appropriate funding for the project. Motion passed unanimously.**

18. **Authorized Representatives to Sign Bond Bank Documents RE: 2017 Series 3 Bond**

A. **MOTION by John Neal and seconded by Logan Nicoll to approve Scott Murphy and Ulla Cook as authorized representatives to sign the Bond Bank documents, 2017 Series 3. Motion passed unanimously.**

19. **Department Heads Reports**

A. Bruce Schmidt advised that all reports are in.

B. Afterschool Program and Recreation Department

- i. Bruce Schmidt asked Scott Murphy for an update on the Afterschool and Recreation programs.
- ii. Scott Murphy said they are in the last 4 days for the summer program and will meet after the program has ended to decide where to go from here. At this point, there are no unsolved problems. We need to provide the best programs for the kids and if they are separate, so be it. They added some new things this year and most people were happy with them. We may have to reach out to other communities.
- iii. Bruce Schmidt said the Afterschool program has federally funded food.
- iv. Scott Murphy said that is correct.
- v. Bruce Schmidt said we need to make this work.

C. Skate Park

- i. Logan Nicoll said that he has received good comments about Steve Stengel's work at the skate park.

D. Police

- i. Logan Nicoll said that he would like to see more police foot patrol.
- ii. Scott Murphy said he would relay that to the police chief.

20. **Municipal Manager Updates**

A. School Buses

- i. Scott Murphy said that we are selling one of the school buses and plan to lease a van. This would allow more flexibility in scheduling, there would be a cost savings and you don't need a CDL license to drive the van. The lease would be \$885 per year. We received an offer of \$6,000 for the bus, it has 150,000 miles on it and we paid \$81,000.
- ii. Bruce Schmidt said to be aware that we decided several years ago to go with school buses for safety. There were cheaper buses out there. We must be mindful that this is important. We have a program in place and drivers have background checks. We are transporting kids. He does know that some of the coaches drive to some of the sports events. The Select Board, at the time, was willing to pay the extra money for the bus.
- iii. Scott Murphy said this would not compromise the safety of the children by leasing a van.
- iv. Bruce Schmidt said school buses are built structurally different from other buses and vans. We need to make sure they are safe. He would like to find a balance.

- v. John Neal said we don't have the numbers.
 - vi. Scott Murphy said there have been several times recently, where we send a bus to make a pick up and no one is there and they did not call. The bus waits and no one comes out. There is a communication issue. He understands that years ago, buses were built with "compartments" to avoid having to put in seat belts. We will use our bus drivers whenever possible, but if we are short, we could use someone else. It happens very infrequently.
 - vii. Bruce Schmidt noted that there are smaller buses and a 10 passenger van is not built like a bus. He said that as a coach, he had to go for special training and background checks. We need drivers who are trained and have background checks.
 - viii. John Neal said that using vans to transport kids is not uncommon. OMS uses them.
 - ix. Brett Sanderson said that finding qualified drivers with CDL licenses is more difficult.
 - x. Bruce Schmidt said he understands using coaches to drive, but not just anyone.
 - xi. Scott Murphy said that in 19 out of 20 cases, they use bus drivers.
 - xii. Bruce Schmidt said we are changing decision that we made when the bus system started. We need to consider safety.
- B. Department Head Reviews
- i. Scott Murphy advised that he did full reviews of department heads. Department heads will do staff reviews in their departments.
- C. Transfer Station
- i. Scott Murphy said they had 9 containers of construction and demolition material. They are looking for an assistant.
- D. Ambulance Department
- i. Scott Murphy advised that they are trying to schedule a meeting with neighboring towns regarding issues facing the Ambulance departments. They have contacted Cavendish, Mount Holly, Plymouth and Chester. This has been done in other areas. They are all facing issues like increasing calls and costs and decline in volunteers. Select Board members will be invited. He will keep them advised of further information.
- E. Emergency Response Exercise
- i. Scott Murphy said that Ludlow has volunteered to participate in an Emergency Response exercise that will happen in the fall. The goal of the exercise is to help keep staff on its toes.
- F. Andover Street Accident
- i. Scott Murphy advised that the owner has met with engineers and the house is not habitable and he may not want to rebuild. The house has to come down. The owner is looking for recommendations and we suggested selling the land to the neighbor for parking.

21. Other Business

A. Paving Project Payment

- i. Scott Murphy advised that we have a note to Peoples United to fund the paving. It is a 120 day note for \$119,000 with interest at 2.95%. The first payment from Coolidge is due December 1st and we will pay off this note with that payment. Ulla Cook will sign the note tomorrow.
- ii. **MOTION by John Neal and seconded by Brett Sanderson to sign the note. Motion passed unanimously.**

B. Ambulance Calls

- i. Brett Sanderson noted that there have been multiple ambulance calls that did not include transport, basically for lift assistance, and we do not charge for them. It is costing us too much.
- ii. Scott Murphy said there is no re-imburement.
- iii. Bruce Schmidt asked can we set a policy to charge for these calls.
- iv. Scott Murphy said on false alarms, we charge after the first call.
- v. Bruce Schmidt asked about accidents and said we should look into this.

- vi. Scott Murphy said the ambulance structure is not working right now. There are 24-hour shifts so it's hard to meet with everyone. We need to look at fees, recruitment and other issues.
- vii. Bruce Schmidt agreed that the fee structure needs to be reviewed.
- C. Stone House
 - i. Brett Sanderson asked what is being done about the Stone House on the corner of Main and Commonwealth.
 - ii. Scott Murphy said the Village Trustees will address that tomorrow night. The Village has an ordinance, while the town does not. We will put that on the agenda for next month's meeting.

22. **Set Date for Next Meeting**

- A. Next regular meeting will be September 3, 2018 at 7:00 p.m.

23. **Possibly Agenda Items for Next Meeting**

- A. Scott Murphy said that rates are not ready yet.
- B. Bruce Schmidt noted that we are losing money with the state requirement and the bags. We need to explore increasing the permit fees, possibly having separate full time and part time resident rates.

24. **Sign Warrant Orders**

- A. Warrant orders have been signed.

25. **Review Potential Candidates to Fill Vacant Select Board Position & Possibly Vote to Appoint Replacement**

- A. Scott Murphy advised that two people submitted their names to fill the Select Board position that was open due to the death of Howard Barton; Gene Strong and Heather Tucker.
- B. The board voted by ballot and Heather Tucker will be appointed to the board.
- C. John Neal said there is a booklet of information regarding positions on the Select Board.
- D. Scott Murphy said there is a book from VLCT, and our information will be added to it.
- E. Bruce Schmidt said that Ulla Cook will need to swear Heather Tucker in. He asked Scott Murphy to send a letter of thanks to Gene Strong.

26. **Possible Executive Session/Personnel/Contracts/Legal Issues – Consider Wage Increases for Union & Non-Union Employees**

- A. Scott Murphy advised that an Executive Session is needed.
- B. **MOTION by Brett Sanderson and seconded by Logan Nicoll to enter into Executive Session for Wages. Motion passed unanimously.**
- C. Board entered into Executive Session at 8:50 p.m.
- D. Board exited Executive Session at 9:00 p.m.
- E. **MOTION by John Neal and seconded by Logan Nicoll to approve the Non-Union employee wage increases as proposed by the Municipal Manager. The vote was approved 3-1, Bruce Schmidt nay.**

27. **Adjourn**

- A. **MOTION by Logan Nicoll and seconded by Bruce Schmidt to adjourn. Motion passed unanimously.**
- B. Meeting adjourned at 9:05 p.m.

Respectfully submitted,

Lisha Klaiber

Bruce Schmidt, Vice Chairman

Brett Sanderson

John Neal

Logan Nicoll
