

Selectboard Meeting

Unapproved Minutes

December 8, 2014

Present: Larry Straus, Robert Meagher, Joanne McDonnell

Guests: Paula Dougherty, Martha Slater, Nancy Woolley

Meeting called to order at 6:15 pm.

Larry asked to add to new business a proposal for a subordination agreement between the Town and PHCC Inc. and also to review a proposal for auditing services for the 2015 fiscal year. No discussion, so voted.

Robert made motion to accept the minutes from the November 24, 2014 meeting, so voted.

New Business: Paula Dougherty spoke to the board on behalf of the volunteers who are working on a Red Cross Shelter at the elementary school. In September, the Red Cross held training and approximately 18 people attended, and most all of them became certified Red Cross shelter trainees. During a follow up meeting, several questions came up that need to be answered. First, how much of the elementary school can be used for shelter purposes, especially if the shelter needs to be opened during the school day. Also, is there an agreement with the school about the shelter? There were no answers to these questions at the meeting with Red Cross. Larry noted that he thought there was an agreement with the school but that will need to be researched. The Selectboard has not met with the School Board or Principal for discussions regarding the logistics of the shelter as long as he has been on the board. During Irene, school was closed so there was not an issue. He noted that the generator kicks on automatically and services the entire elementary school. The propane tank is kept full and has a 2-3 day supply. Paula noted that there are 25 cots and blankets being stored at the high school right now, and some bottled water. Short discussion regarding food supplies and more water ensued. Emergency management funds can be used to cover those costs in an emergency. It was agreed that Cathy Knight (principal) and a School Board member should be involved in a discussion about building questions for shelter use. Discussion ensued. The Red Cross will need to give answers about what it means to the town to actually be a Red Cross Shelter as opposed to a Rochester Shelter. Discussion continued and it was decided that a meeting should be set up for all involved after the first of the year. Robert noted that the Emergency Operation Plan should be updated as well. Paula will check with the school administration to see if they have any information as well.

The Park House has asked the Town to apply for a VCDP Planning grant to upgrade/renovate the building and bring it up to code. The town has to adopt a resolution for VCDP since the grant will be through the town and sub-granted to Park House. Larry read through the resolution. No discussion on the resolution. Robert made motion to adopt the resolution, so voted.

Larry received an audit proposal from Pace and Hawley, LLC in Montpelier. They propose to audit the town records for fiscal year 2015 for an amount of \$7350.00. P&H has audited the town records for approximately 5 years, and have done an excellent job for us. No discussion regarding the proposal. Robert made motion to accept the proposal from Pace & Hawley, LLC, so voted.

Larry noted that he was handed an agreement this afternoon regarding Pierce Hall Community Center Inc. PHCC is seeking a new line of credit and the bank working with them found that the town has a right of first refusal, and that the Masons have a right of second refusal. This bank is concerned that if PHCC has to foreclose, the Town and Masons would be first in line before them. The bank has asked that the town subordinate our right of first refusal to them to protect their interests in the loan. Robert asked to table this item until the board has time to review the document. Larry will contact local legal service to review the document.

Joanne told the board that the topic of winter road policies has come up on the Clerk's Municipal email, and she gave the board a couple copies of what some towns use. Short discussion ensued and the board will look into putting together some winter road maintenance guidelines so that people have an idea of what they can expect for winter road maintenance.

Robert asked if any of the emergency plans are updated and on the website. Short discussion ensued about website additions, and Robert noted that we should have any major documents pertaining to the town on the site. He is able to scan adobe documents so they can be edited as well. Joanne will get the emergency operations plan on the website.

Bills were reviewed and warrants signed. Meeting adjourned at 7:25pm.

Respectfully submitted,

Joanne McDonnell