

Regular Meeting of the Dorset Select Board

November 13, 2012 ~ Minutes

Present: Chris Brooks (Chairman), Marge Freed, Mike Connors, Michael Oltedal,
Steve Jones

Absent:

Also, present: R. Gaiotti (Town Manager), Dave Wilson, Danny Pinsonault

C. Brooks, Chairman, called the meeting to order at 7:15 p.m.

Approve Minutes of October 16, 2012

M. Oltedal moved and M. Connors seconded to approve the October 16, 2012 minutes as presented. Motion carried 3-0 (M. Freed & C. Brooks abstained).

Public Comment

D. Wilson, referring to his memo dated November 6, 2012, noted that he felt the Town's agreement with Transtar of July 23, 2012 was violated with respect to criteria #6 ~ *Existing natural screening shall be maintained as is to shield neighbors and Route 30*. He commented that the screening was removed in September. M. Connors asked where it was removed as he only noticed removal by the power company along the south line of the Transtar property. D. Wilson responded that removal was across from his house and down from the barn along Route 30. M. Freed also felt that the tree removal was done along the power lines and that the leaves are now gone making it look bare. S. Jones, as well, did a site visit and felt that it was unusual for the power company to leave three trees growing through the power lines, so he called Green Mountain Power who did say they were in Dorset cutting trees. M. Connors asked if D. Wilson had any evidence that D. Dorr cut down the screening and D. Wilson responded no, but there were still trees along the power lines. M. Connors expressed that the Select Board did not have any authority over the power company and if there is no evidence that D. Dorr cut the screening, he was not sure that the Board could do anything. D. Wilson replied that he did not believe it mattered who cut the screening (he could not identify the trucks); it only mattered that the criteria is not being met. C. Brooks requested that T. Yandow make a site visit and report back to the Select Board. R. Gaiotti explained that T. Yandow had made a site visit previously and reported that four trees had been cut, but they were dead and had not significantly affected the screening. S. Jones noted that it was more the spirit of cooperation even though D. Dorr was probably not responsible, that certain things were agreed to and the bottom line was that the trees are gone and maybe there was some way to ask for replacement. M. Connors remarked that D. Dorr had taken trees down in the yard, but not along Route 30. M. Oltedal asked if there was a type of low, slow growing evergreen that could be used and S. Jones replied yes, but that was a tough spot as trees die along the roadway. M. Oltedal suggested that Green Mountain Power be contacted to see if there is any recourse through them for tree replacement. R. Gaiotti was directed by

Page 1 of 5, November 13, 2012

cc: Listers, Planning, Zoning, Select Board, Town Clerk, Town Clerk, Foreman, and School Board
Copy Posted: Town Clerk's Office, S-Board Mtg Room, East Dorset & Dorset Post Office

C. Brooks to write a letter to Green Mountain Power asking if there are any options for tree replacement. S. Jones stated that he would sell trees at cost to whoever wanted to plant the trees.

D. Pinsonault informed the Select Board that one of the Planning Commission members will be resigning at the end of December and he felt this was a good opportunity to get the word out if anyone is interested in serving on the Board.

FY14 Municipal Budget Workshop

R. Gaiotti explained that the documents being reviewed tonight were a first draft of the FY14 Municipal Budget along with expenditure/revenue spreadsheets, sinking funds, capital improvement plans and tax rates. The following budget items were flagged for discussion:

Select Board

- Legal – there are questions that need to be reviewed in Executive Session
- VLCT ~ have not received final cost from VLCT

Town Manager

- Administrative Assistant ~ shift to an hourly work week of approximately 25-30 hours. Discussion included times of scheduling, benefits and changes to work agreement
- Vehicle Expense Allowance ~ M. Freed asked if the allowance would change if the R. Gaiotti moved to Dorset. R. Gaiotti responded that the Town is not charged mileage to and from his home; only for driving around Town and to/from meetings and seminars. Mileage is charged separately from training costs. This item can possibly be reduced.

Town Clerk

- Assistant Town Clerk Salary ~ line item has been increased to \$8,000 as the Assistant has put in more hours
- Grand List Preservation Project ~ one-time special project line item has been added for \$15,000. An outside company would handle this project. The records are deteriorating and this would maximize the vault space. This is an early estimate and an actual quote can be acquired. C. Brooks suggested contacting the New England Historical Society for grant monies.

Meetings & Elections

- Line items in this category have been reduced to a non-election budget cycle.

Treasurer

- Postage ~ increased to \$500

Town Listers

- Office Expense ~ increased to \$1,500
- Tax Mapping ~ decreased to \$500
- Postage ~ increased to \$2,000 to cover planned mailings

Planning & Zoning

- Zoning Administrator ~ increased to \$22,000 for extra time in the office. Discussion of time management for work load ensued with R. Gaiotti noting that file organization is being done as

many of the files are in different locations. Additional time will be needed for certified planner classification for future planning efforts.

Town Office Building

- Equipment ~ decreased to \$1,200 as lease is up for postage meter and will not be renewed
- Maintenance ~ increased to \$10,000 to cover the installation of a sink, walkway repair and stockade fence repair/replacement

Public Safety

- Animal Control ~ increased to \$2,500 as R. Downey is responding to more calls
- ACO/Constable Expense ~ increased to \$500
- Village LED Speed Signs ~ one time line item to install speed signs in Dorset & East Dorset Village area. Complaints have been received about speeding in the Village zones and installation of solar powered speed signs may help to slow down traffic. Further discussion to be had.

Insurance & Bonds

- Health Insurance – Former Employees ~ C. Brooks asked R. Gaiotti to find out if W-9 forms needed to be done for former employees for the receipt of benefits
- Health Insurance - Present Employees ~ increased by 12%, but the amount is lower due to one less employee. Definitive amounts are unknown with the new health care exchange that will be implemented.

General Services

- Green Space & Streets ~ created on merged line item for maintenance, flags, etc.

Budgeted Appropriations

- Manchester Rescue Squad ~ asking for an increase from \$12,000 to \$18,000. Discussion ensued regarding placing creating an article to be voted on or having the Squad submit a petition for the additional funds. Additional information was requested regarding how much other Towns donated in the past and what will be the future amounts. Further discussion and a decision will be done at the next meeting.

Equipment Fund

- Equipment Fund ~ increased to \$115,000 to cover costs of replacing Truck #3

Highways & Roads/Maintenance

- Trees/Mowing (Hired) ~ increased to \$4,000 to cover the costs of large, dead trees from roadways
- Highway Paving Reserves ~ shows an increase to \$295,000 as it includes the funds from FY12 surplus

Voter approved Appropriations

- Dorset Library ~ not sure if the additional amount of \$10,000 is still being requested
- GNAT ~ need petition submitted
- East Dorset Cemetery ~ need petition submitted
- Manchester Rescue Squad ~ question of whether the extra \$6,000 will be by petition or ballot

The total proposed budget for FY2014 is \$1,843,025. The anticipated tax rate is \$0.1944 per one hundred. The grand list can significantly affect this number.

M. Freed questioned the total amount listed for the Administrative Assistant line item (Town Manager category) as that seemed to be more than the hourly wage suggested. Discussion will continue on this line item.

The following items will be discussed at the next meeting:

1. Manchester Rescue Squad
2. Preservation Project
3. Select Board Legal
4. Planning Consultant
5. Outside Audit
6. Village speed sign
7. Truck replacement
8. Dorset Library
9. Listers – reappraisal
10. Administrative Assistant (Town Manager)

Finance Report

R. Gaiotti reported that the delinquent tax is \$130,000 with six properties being handled by the Town Attorney. The report was reviewed touching on expenditures for the Kelly Road project, Town Manager fund (merit awards), election, street lights being upgraded to LED, animal control, recreation, and truck repair. C. Brooks asked R. Gaiotti to discuss the School Facility Use Fee with the School Board and Principal.

Manager's Report

1. Highway
 - implementation of \$3,000 radio grant to upgrade radios to the required narrow band technology;
 - D. Sherman has been hired for the Road Crew position;
 - Emerald Lake beach work is completed.
2. Miscellaneous
 - VLCT workshop on employment law and a Blue Cross/Blue Shield seminar was attended by R. Gaiotti;
 - Consideration of credit card payments for taxes. A third party vendor would be used to process the credit card payments and there would be no charges to the Town as a fee would be charged to the end user online. Questions were raised about security and M. Oltedal noted that he was involved with one of the vendors under consideration and would not participate in the selection of a vendor. He did state that the Town network should be secured and PCI compliancy rules should be reviewed. C. Brooks asked the

Board members if anyone objected to credit card payments. M. Freed asked if this would be at no cost to the Town to institute the process and R. Gaiotti responded yes. The Board did not have any objections to credit card processing. C. Brooks asked if there were any objections to M. Oltedal consulting with R. Gaiotti regarding the criteria for the network to institute credit card payments without obligation to follow recommendations and the Board had no objections. It was suggested that R. Gaiotti create an email list of Town residents, but R. Gaiotti noted that he was not comfortable doing this in case someone was overlooked on the list. He recommended placing a link on the Town web site.

- The Kelly Road Site Visit has been publicly warned for December 17th at 3:30 p.m. C. Brooks stated that no testimony can be taken by the Select Board during this site visit. The Public Hearing will be held on December 18th. R. Gaiotti has written a letter to the State about no parking signs along Route 30 near the quarry.

Approve Payroll and Accounts Payable for the Week of 5/25/12

It was the consensus of the SB to approve the Payroll and Accounts Payable for the week of 11/13/12 as presented.

Other Business

None

M. Oltedal moved and S. Jones seconded to adjourn the meeting at 9:30 p.m. Motion carried 5-0.

Respectfully submitted,

Nancy Aversano

| | | | |
|---|---------------------|--------------|---------------------------|
| <p>Town of Dorset ~ Select Board Date <u>11/13/12</u> Regular Meeting <u>X</u> Special Meeting <u> </u></p> | | | |
| (Please Print) | | | |
| Name | Address | Representing | Testifying (Yes or No) |
| DAVID Wilson | Box 96, Dorset, VT. | SELF | YES |
| Danny Pincus | East Dorset VT | SELF | NO |
| | | | |