

Ripton Selectboard Meeting Minutes				
Date	Meeting No.	Call to order	Call to adjourn	Next Meeting
05-12-2014	2014-11	7:30 p.m.	10:15 p.m.	05-26-2014, 7:30 p.m., town office
Attendees	Laureen Cox, Ronald Wimett, Richard Collitt, selectboard; Alison Joseph, board clerk; from 7:40-7:55 town clerk/treasurer, Sally Hoyler, attended.			
Actions	<p>Unless otherwise noted, motions are made by R. Collitt (RC), seconded by R. Wimett (RW), and approved by all – including chair L. Cox (LC).</p> <p>Approved: Minutes of 04-28-14.</p> <p>Approved: Orders, Roads: \$12,676.44, General Fund: \$12,231.19.</p> <p>Approved: Bid from Andre’s Floors for refinishing the Community House floor and stairs, \$8,000.</p> <p>Approved: Bid from Home Partners for painting the interior of the Community House, \$18,680.</p> <p>Appointed: Richard Collitt, acting zoning administrator. Moved/seconded RW/LC. Abstained RC. Approved RW, LC.</p>			
Discussion with visitors				
Town office - projects, scheduling	<p>At 7:30 the meeting moved outdoors to look at drainage behind the building and proposed changes to the entry. The town clerk joined the meeting from 7:40-7:55. A ditch behind the building has filled; at one point it drains behind the building rather than continuing west. Ditch overflow, seepage, snowmelt, and snow and rain from the roof, create a large puddle or ice at the entry ramp. Potential work includes: excavate the ditch behind the town office and Community House to restore flow, construct a stone retaining wall, re-grade and place stone behind the town building. If snow and rain from the roof continue to cause ice build-up, moving the porch entry door to the east and paving a path similar to that of the Ripton Church may follow in 2015. The clerk requested installing an exterior door handle and lock at the west door to make it accessible; the board agreed. The need for painting the fire escape was noted. Selectboard members asked Ms. Hoyler about vacation time, which may be a good time to do projects, and taking 2 consecutive weeks off as recommended for best financial practices. The clerk/treasurer responded having taken time off at the holidays and left the meeting at 7:55.</p>			
Selectboard discussion				
Town office - projects, scheduling, staff	<p>The meeting moved indoors at 8:00 p.m. and board members continued discussion. Project scheduling and final scope of work are to be determined.</p> <p>Mr. Collitt reported that the assistant town clerk/treasurer submitted a letter of resignation. Board members expressed the need for a trained assistant to allow for a 2 consecutive week break as advised for best financial practices and an assistant clerk as required by 24 VSA § 1172.</p>			
Officer Reports – received in writing				
Del. Tax	<p>Delinquent tax collector: \$14,751.40 due.</p> <p>An anticipated payment plan for P. Ryan and the status of the G. Drummond delinquent tax were discussed.</p>			
Treasurer & budget	<p>Treasurer reports: bank balances, income & expense to date reports. The board discussed year-end account balances vs. current balances, road fund accounts, and the possibility of borrowing funds in anticipation of taxes.</p>			
Roads Report				
General	<p>Sweeping was done on Green Up Day because it fit the contractor’s schedule. Sand was still sticking to the roads, making it hard for the flat broom to get it all cleared.</p> <p>The number of gallons in the chloride contract was discussed.</p>			
Frost Rd.	<p>Frost Rd. regularly erodes from the top down during rain, especially in wheel tracks. Gravel will be placed, graded, and the road crown reestablished.</p>			
Grants: culverts	<p>A Better Backroads grant application was submitted for replacement of a damaged concrete culvert, #18C24 on TH18, Goshen Rd.</p>			
Sand Hill Bridge detour	<p>The North Branch Rd. and Dugway Rd. are more heavily traveled than usual due to the bridge closure and the road surface shows it. Middlebury and Salisbury received funds from VTrans to help compensate for increased wear, tear, and maintenance. Ripton will ask for the equivalent.</p>			

Old Business	
Sand Hill Bridge	A bridge opening celebration is planned for a Tues. or Wed. evening in late July. Historic photos are requested for a display.
Town buildings Community House	Bids for work at the Community House were reviewed and approved as follows. Floor and stairs: Bids for preparation, sanding and refinishing with 3 coats of polyurethane were received from Andre's Floor Refinishing, \$8,000 (bid also includes sealer); and McLaughlin Hardwood Floors, \$8,870. Bids were solicited and not received from Danaher Custom Services and Greenwood Floors. Andre's Floor Refinishing bid was approved. Painting interior: Bids for preparation and painting walls, trim, ceiling, and cabinets were received from Home Partners, base bid \$10,380, total for 2 coats, \$18,680; and Magic Brush Painting, base bid \$13,810, total for 2 coats, \$20,395. Four Seasons Paint Restoration provided a verbal estimate of \$20,000+ with a longer schedule than the other bidders. The board approved the bid of Home Partners, whose previous work for the town has been good.
Cemeteries	The cemetery commission is considering drafts of its budget, bylaws, rules and regulations at its next meeting. The board discussed budget ideas. A memo summarizing a meeting about Galvin Cemetery expansion with Tom Corbin of Middlebury College and residents Perry Hanson and Charles Billings showed progress.
Dogs	The possibility of an animal control officer attending the "Municipal Dog Control Workshop" was discussed. A report was filed for a dog bite at the Rt. 125 footbridge path, May .
Middlebury College Agreement	The board entered executive session at 9:40 to discuss the proposed contract agreement and adjourned executive session at 9:50.
Zoning Administrator Contract	At its April meeting the selectboard appointed Warren King acting zoning administrator. The Vermont League of Cities and Towns (VLCT) was consulted about conflict of interest for Mr. King who is chair of the planning commission and zoning board. VLCT advised that a member of the zoning board may not serve as its administrative officer. Mr. King wishes to remain a zoning board member, so will not serve as an acting zoning administrator. Laurie Cox nominated Richard Collitt, a former zoning board member, to be acting zoning administrator. Ronald Wimett seconded. Mr. Collitt abstained. Ms. Cox and Mr. Wimett approved Mr. Collitt, acting zoning administrator while the planning commission seeks a zoning administrator.
New Business	
Correspondence	Addison County Sheriff's report – discussed contract, patrol during Rt. 73 detour; notes from meeting of Warren King (town) and Chris Mattrick (USFS) – filed; notice of USFS open house meetings about forest roads – posted; VTrans Bike & Ped Program, VTrans & VT Local Roads workshops, VCDA & VT Downtown Program workshop, VLCT workshop, VLCT Health Trust info., Consul General of Canada invitation – reviewed; Peddler's Bridge Rd culvert study RFP – distributed; Addison County Regional Planning Commission delegate appointments – to be confirmed at next meeting.

Laureen Cox

Ronald Wimett

Richard Collitt