

Town of Ripton Selectboard Meeting Minutes				
Date	Meeting No.	Location	Call to order	Next Meeting
06-23-2014	2014-14	Town Office	7:30 p.m.	07-28-2014
Members present:	Chair Lauren Cox, Ronald Wimett, Richard Collitt. Alison Joseph, board clerk/administrator.			
Participants:	Charles Billings present 7:35-8:40 for discussion of cemeteries, zoning administrator, Old Center Turnpike study. Jonathan Heppell present 8:00-8:25 for discussion of zoning administrator position.			
Motions and Votes:	Unless noted, motions are by Richard Collitt, seconded by Ronald Wimett (RC/RW) and approved by all, including chair Lauren Cox (LC).			
<p>Moved/seconded/approved:</p> <ul style="list-style-type: none"> Minutes of 06-09-14. Orders: Roads: \$745.00; General Fund: \$9,622.81. That the treasurer close the Cemetery Association accounts (bank and investment) and open a bank account or accounts for the Cemetery Commission. This action is per the Oct. 10, 2013 vote of the Cemetery Association to dissolve and transfer assets to the town, and the March 3, 2014 town meeting vote to establish a Cemetery Commission and receive the assets of the Cemetery Association. That the signers on town bank accounts be changed by removing former assistant treasurer Irene Poole as a signer and making assistant treasurer Caroline Herzog a signer. That the preferred consultants for the Addison County Regional Planning Commission (ACRPC) Transportation Advisory Committee (TAC) studies are: Old Center Turnpike Right-of-Way Study: Paul Gillies, Esq. and Steven Russell, with LandWorks. Peddlers Bridge Rd. (TH2) Culverts Disaster Resiliency Study: Milone & MacBroom. <p>Appointments:</p> <ul style="list-style-type: none"> Zoning Administrator (aka Administrative Officer): Jonathan Heppell, 3-year term, ending June 30, 2017. Road Commissioner: Ronald Wimett, 1-year term, July 1, 2014-June 30, 2015, moved/2nd DC/LC, approved DC, LC. <p>Executive session:</p> <ul style="list-style-type: none"> Ms. Cox moved to find that premature public knowledge of the town's proposed contract agreement with Middlebury College placed the selectboard at a disadvantage because the selectboard risks disclosing its negotiation strategy if it discusses the proposed contract in public. Her motion was seconded by Mr. Wimett and approved by all. Ms. Cox made a second motion to enter executive session to discuss the town's proposed contract agreement with Middlebury College under the provisions of Title 1, Section 313(a)(1)(A). The motion was seconded by Mr. Collitt and approved by all. Executive session was entered at 8:45. It was moved/seconded/approved to exit Executive Session and begin discussion of roads at 8:55. <p>Motion to adjourn approved: 9:45 p.m.</p>				
Discussion with visitors:				
Cemeteries	Charles Billings discussed land donations for Galvin and Cook Cemeteries, surveys, plat requirements, rules and regulations, goals during his one-year commissioner term, and plot owner concerns about markers and deeds. The board previously approved survey work for Galvin and Cook Cemeteries. It was not specifically budgeted, but survey and deed work may be within the legal services budget line. If there are adequate funds, a section of Cook Cemetery where plats are available may also be surveyed. Expansion of Gee Cemetery was proposed. The board was asked for an opinion about requiring vaults and stated no opinion on this topic – that more information is needed. Cemetery funds were discussed and it was moved and approved to complete the transfer of assets (see Motions and Votes). A memo directing the treasurer to do so was amended and signed. It was agreed that investment account decisions be made at a later date. Discussion 7:35-8:10 p.m.			

Zoning Administrator	Discussion of the zoning administrator position began at 8:10 with an introduction by Mr. Collitt of the planning commission's unanimous nomination of Jonathan Heppell for a 3-year term as zoning administrator. Mr. Heppell and all present discussed the requirements of the position and his qualifications. Mr. Heppell left the meeting at 8:25. Discussion continued and the board moved, approved, and signed a 3-year contract for Jonathan Heppell as Administrative Officer.
TAC Studies Old Center Turnpike Right-of-way Peddlers Bridge Rd. Culverts	The merits of two proposals for the Old Center Turnpike Study were discussed. Given the legal aspect of the study and evidence of fieldwork, the board moved and approved the Gillies & Russell team as the preferred consultant for the Old Center Turnpike Study. Mr. Billings left the meeting at the close of this discussion, 8:40. Proposals from Milone & MacBroom and from Vanasse Hangen Brustlin for the Peddlers Bridge Rd. Culvert Study were reviewed. Milone & MacBroom were favored for the knowledge of the project area shown in their proposal. The board moved and approved Milone & MacBroom as the preferred consultant.
Middlebury College Agreement	Reading from the open meeting law, the board moved and approved to enter executive session at 8:45 to discuss the contract agreement with Middlebury College.
Roads Report	
General	The Dugway, south end of the North Branch Rd., Wagon Wheel Rd., and Natural Turnpike were graded and chloride applied. Mr. Collitt reported a recent compliment made about the good condition of Ripton's roads. The addition of two people for winter work on the road crew and one part-time for summer work were discussed.
Old Business	
Sand Hill Bridge	Ms. Cox is looking for people to bake cookies for the July 23 rd celebration.
Bridge detour & Addison County Sheriff	Increasing sheriff's deputy patrol hours on Route 125 during Route 73 bridge closures and contract renewal were discussed.
Town buildings	Discussion included: Storage during Community House, painting the west exterior wall of the town office, the west door handle, and trash at the town shed.
Town office staff	A memo from the town clerk/treasurer explained changes needed for signers on bank accounts. The board approved to change the assistant treasurer signer (motions/votes).
Dogs	An updated list of dogs previously but not currently listed was reviewed. Owners include: Croll, Demars, DiPaolo, Gerhart, Jackson, Konopke, Lacey, McKnight, Pirrung, Rudinsky, and Ryan.
New Business	
Correspondence	Discussed/filed: VLCT - Open Meeting Law changes; United Way Days of Caring offer; zoning permit report; VT Local Roads newsletter; State salt bid – replied 80 tons; clerk/treasurer memo – see Town office.

Lauren Cox

Ronald Wimett

Richard Collitt