

Meeting Minutes are in Draft Form until Approved by the Board

KIRBY SELECTBOARD'S MEETING

JULY 5, 2016

The Selectboard met at the Kirby Town Clerk's Office on July 5, 2016. The meeting was called to order by Selectperson Rebecca Hill-Larsen at 6:57 p.m.

Those present were: Selectpersons Rebecca Hill-Larsen and David Chase
Road Foreman John Ohina
Assistant Town Clerk Marla Waring
Secretary Wanda Grant

Additions to the agenda: Website – after Daly property purchase discussion
Sign Dog Warrant – after Cemetery Deed
David Chase asked if anyone had been hired to mow South Kirby Cemetery. It was noted that Brad Libby has been hired. The Board asked Wanda Grant to contact him about mowing it as it does not look like it has been mowed at all this summer.

Rebecca Hill-Larsen made the motion to approve the June 6 and June 16, 2016 minutes as written. Seconded by David Chase. So voted.

Road Report:

- Road Foreman John Ohina informed the Board that he should finish up cleaning out ditches and culverts with the rented excavator tomorrow.
- Road Foreman John Ohina informed the Board that he will be on vacation from July 10th to July 31st. He will contact Mike Bickford, Casey Leithead, and David Chase about helping out if there is a washout while he is gone.

Grants that the Town has received were discussed as follows:

- Class II Grant for work to resurface section of Ridge Road from Caleb Temple to Hayes Road has been approved by the State. It was decided that this work will be contracted out by sealed bids. John Ohina and Wanda Grant will work on sending out the bids on Thursday. Bid packets will be sent to Gingue Construction, Alliance Consulting and Excavation, Kirk Fenoff, Mike Bickford, and Josh Fenoff. Bids will be opened at the Board's August 1st meeting.
- The Town received notification that their grant application to the Better Roads Program for the Category A Grant (road inventory) was approved. However, their application for the grant for the work on Barnes Brook was not approved due to not enough funding for all the applications received for this type of grant. Rebecca Hill-Larsen will contact the specialists for completing the Category A Grant after Road Foreman John Ohina gets back from vacation.
- The Town needs to start working on the Hazard Mitigation grant soon but Rebecca Hill-Larsen has not been able to make contact with Alison Low from NVDA yet. She will stop in at NVDA to talk to Alison Low to try to see about getting started.

The Board received a new Purchase and Sale Contract from the Dalys for the purchase of part of their property to consist of 14.24 acres, house and barn. The Dalys accepted the offered price of \$250,000; has agreed to take down and remove the collapsed shed; remove old farm equipment; and stated that the outside wood boiler will not be part of the sale.

David Chase made the motion to accept the new Purchase and Sale Contract if everything checks out with the Town's attorney Clarke Atwell. Motion seconded by Rebecca Hill-Larsen. So voted.

Rebecca Hill-Larsen will take the new Purchase and Sale Contract to Clarke tomorrow and then will sign it if everything checks out and will get it to David Chase to sign.

The Board signed a warning calling for a vote on approving the purchase of the Daly property; authorization from the voters to borrow \$250,000 to purchase the property; and authorization to expend up to \$5,000 from the Town Building Fund and \$5,000 from the Highway Department Improvement Fund to help pay for expenses associated with the purchase of the Daly property.

Nate Harvey, website designer, emailed Wanda and wanted to know if the Board wanted a directory for people in positions of responsibility in Town (this would include Selectboard, Schoolboard, and Planning/Zoning Board). The Board felt this would be helpful but did not want their personal email addresses or phone numbers included. Nate also wanted to know if the Board wanted to include the statistic page that is part of WordPress or to discard it. The Board decided to have it discarded. Wanda will let Nate know about the Board's decisions.

David Chase informed the rest of the Board that he has been unable to get a reply from Truline about surveying the South Kirby Cemetery. The Board decided to have Mike Hemond do the job. Wanda will contact him.

Steven Baker was not present to give his report on junkyards.

Wanda Grant discussed with the Board the amount of delinquent taxes due and the need to do at least two tax sales (taxpayers three years in arrears). She stated that she has not done the sales at this time because of the complexities of doing a tax sale on one property. She contacted the Vermont League of Cities and Towns (VLCT) to get some advice and they highly recommended that she use an attorney who specializes in tax sale to handle this case. Wanda informed the Board that the Town can include as part of the tax sale expenses up to 15% of the delinquent tax amount to help cover the attorney (in this case that would amount to around \$1,900). Wanda stated that she could try to contact the bank that holds the mortgage on this property first to see if they would be able to pay it off. The Board asked her to contact the Bank first and then if the Bank will not help maybe contact the Town of Burke (who the taxpayer also owes delinquent taxes) to see if they would join with our Town to do a joint tax sale. (This was also recommended by VLCT.)

Wanda Grant informed the Board that the estimated amount to be received through the Hold Harmless program is \$26,963. This estimate was received from the Division of Property Valuation and Review (PVR).

The Board reviewed the 2016 tax rates as calculated by Town Clerk/Treasurer Wanda Grant. Wanda presented the Board with two rates – one including the Hold Harmless estimated rate arrived by the Selectboard in January, 2016 (\$20,000) and one including the recently received estimated rate from the PVR (\$26,963). The Board decided to use their estimated rate and not the estimated rate from PVR in order not to fall short if the PVR estimate turns out to be lower. The breakdown of the rates was:

Town	\$.0544 (using Town estimate)	\$.0425 (using PVR estimate)
Highways	\$.3487	\$.3487
Cemetery	\$.0036	\$.0036
Veteran's Exemption	<u>\$.0009</u>	<u>\$.0009</u>
Total Municipal Rate	\$.4076	\$.3957
(Municipal Rate down 5% from 2015)		
School Rates (as received from Dept. of Taxes)		
Homestead	\$1.6616	(increase of 18% from 2015)
Non-Residential	\$1.5582	(increase of 6% from 2015)

TOTAL TAX RATES

HOMESTEAD	\$2.0692	\$2.0573 (increase of 12%)
NON-RESIDENTIAL	\$1.9658	\$1.9539 (increase of 3%)

Rebecca Hill-Larsen made the motion to set the 2016 total tax rates at \$2.0692 for homestead and \$1.9658 for non-residential. Motion seconded by David Chase. So voted.

The Board signed a Cemetery Deed to John and Twiladawn Perry for Lots A11 and A12 located in the 1998 section of the North Kirby Cemetery.

The Board signed the annual Dog Warrant for Constable Edward DeMaio.

The Board reviewed the June budget.

Town and Highway orders were reviewed and signed.

The next regular Selectboard Meeting will be August 1, 2016 at 6:30 pm.

Rebecca Hill-Larsen made the motion to adjourn the meeting. Seconded by David Chase. So voted.

The meeting was adjourned at 7:54 pm.

Respectfully submitted,

Wanda L. Grant, Secretary

**WARNING
TOWN OF KIRBY SPECIAL VOTE
TUESDAY, AUGUST 9, 2016**

The legal voters of the Town of Kirby are hereby notified and warned to vote, by Australian Ballot, at the Town House in said Kirby, on Tuesday, August 9, 2016 between the hours of 8:00 a.m. and 7:00 p.m. to act upon the following:

ARTICLE 1: Shall the voters authorize the Selectboard to purchase property consisting of house, barn and 14.24 acres, more or less, located at 404 Town Hall Road currently owned by Michael Daly? Further, shall the voters authorize the Selectboard to borrow an amount not to exceed \$250,000.00 (Two hundred, fifty thousand dollars) for said purchase?

ARTICLE 2: Shall the voters authorize the Selectboard to expend amounts not to exceed \$5,000.00 from the Town Building Fund and \$5,000.00 from the Highway Department Improvement Fund to help pay for expenses associated with the purchase of the above Daly property?

Dated this 5th day of July, 2016

KIRBY SELECTBOARD

STEVEN BAKER

Rebecca Hill-Larsen

REBECCA HILL-LARSEN

David Chase

DAVID CHASE

Attest: *Wanda L. Groat*
Town Clerk