

\*\*\*Meeting Minutes are in Draft Form until Approved by the Board\*\*\*

## KIRBY SELECTBOARD'S MEETING

DECEMBER 4, 2017

The Selectboard met at the Kirby Town Clerk's Office on December 4, 2017. The meeting was called to order by Chairperson Rebecca Hill-Larsen at 7:03 p.m.

Those present were: Selectpersons Rebecca Hill-Larsen, Steven Baker and David Chase  
Road Foreman John Ohina  
Kirby Resident Alex Kasprak  
Assistant Town Clerk Marla Waring  
Secretary/Clerk Wanda Grant

There was one addition to the agenda – information on FY2019 county budget. The Board decided to discuss this after reviewing the Town's budget.

Steven Baker made the motion to accept the minutes of Selectboard's Meeting for November 6, 2017 as written. Seconded by David Chase. So voted.

Clerk Wanda Grant informed the Board that out of the 10 requests for proposal for a town wide appraisal that were sent, she received only 3 responses and all 3 responses were to just notify us that they would not be submitting a proposal. It was decided that Wanda will contact our State District Advisor Doug Lay and ask him what the Town should do now. It was also decided that if more requests are to be sent that they should be due for reviewing at the February Selectboard's meeting.

The road report was as follows:

- Road Foreman John Ohina stated that everything is good - the new truck is going good and the sander works great.
- The Board noted that Pike Industries will be raising their prices by 4% effective January 2, 2018.
- John informed the Board that he met with Kerry O'Brien about the Better Road Grant and that Kerry completed and submitted the grant application for the Town.
- There was a discussion on how to handle funds that had been budgeted for gravel and not used. David Chase stated that the Town of St. Johnsbury puts such funds for gravel in a special savings account and then uses the funds the following year for gravel. It was pointed out to him that under our current practice such funds could also be used for gravel in the following year by applying that amount to our budget and then accounting for it under surplus funds. David said he will check with St. Johnsbury to get more information about how they handle this.
- John asked the Board to reimburse him for a pole saw that he purchased and has already used a lot. The Board agreed to reimburse him for the cost of the saw.

Chairperson Rebecca Hill-Larsen signed the "Consent to Rate" forms for the renewal of the Town's insurances. It was noted that the insurances have increased from last year – 2016 premiums totaled \$10,000 while renewal premiums totaled \$12,265. The major increase is due to insuring two trucks compared to insuring one truck last year.

The Board reviewed the November budget and signed Town and Road orders for bills.

The Board noted an email from the Caledonia County assistant judges concerning two upcoming public hearings on the FY2019 county budget. The email also stated that towns might see an increase of 3 to 4% in the amounts they are assessed.

Chairperson Rebecca Hill-Larsen signed a Burial/Transit permit for the burial of Charles Brooks in the North Kirby Cemetery.

The Board reviewed the preliminary survey of a section of the South Kirby Cemetery. They had no revisions.

Assistant Town Clerk Marla Waring presented the Board with the following information that was obtained from 3 drug and alcohol testing companies:

- Vermont Truck and Bus Association – Membership rate of \$200; testing to be conducted off-site (N.E. Occupational in St. Johnsbury); price of testing not known.
- ParaMed Plus – Membership rate of \$205; mobile drug test \$88.75; mobile alcohol test \$38.00
- Occupational Drug Testing – Annual fee \$174; mobile drug test \$90; mobile alcohol test \$50; truck charge \$50.

The Board decided to go with ParaMed Plus.

The Board noted a letter from CALEX concerning a bylaw change. The bylaw change states “Persons currently serving as town selectboard members are ineligible to be nominated to the Board of Directors.”

It was noted that the Town still does not have a representative to Lyndon Rescue’s Board.

The Board reviewed the Conversion Recommendation Report (changing the Town’s designation in the National Flood Insurance Program from emergency status to regular status) compiled by Sacha Pealer, Regional River Scientist and Floodplain Manager. Ms. Pealer stated that if the Board has no additions or questions she will submit it to FEMA. The Board had no additions or questions. The Board asked Wanda to contact Ms. Pealer and have her submit it to FEMA.

Wanda informed the Board that she has emailed Fire Warden Jim Wood twice about his bill and that she has not heard back from him. The Board stated that they are willing to pay him for his services but just need more information for our records. It was noted that if anyone sees Jim to let him know.

The Board noted the following projects for 2018:

- Engineering and paving of the pavement part of Ridge Road. Rebecca Hill-Larsen will contact Tim Ruggles about the engineering part.
- Fixing the foundation of the Town Hall. John Ohina will try to get some estimates for this.
- Road Foreman John Ohina stated that he will probably be replacing 5 culverts. This will probably be covered under general maintenance.
- Steven Baker will continue to try to get an estimate from a tree company to cut trees along and over town roads.

The next regular Selectboard Meeting will be Monday, January 8, 2018 at 6:00 pm and a meeting on compiling the 2018 budget will be Monday, January 15, 2018 at 6:00 pm.

Steven Baker made the motion to adjourn the meeting. Seconded by David Chase. So voted.

The meeting was adjourned at 8:20 pm.

Respectfully submitted,

Wanda L. Grant, Secretary