

Poultney Board of Selectmen  
Meeting  
**Monday, August 27, 2018 – 6:30 pm**  
Poultney Town Hall

Agenda

- 1) Adoption of the Agenda
- 2) Approval of Minutes: 8/27/18
- 3) Public Comments and Concerns
- 4) Road Report
  - Grants-in-Aid Highland Gray Road
  - Culvert Replacements
- 5) Town Manager's Report
  - Letters & Communications – Dollar General Petition
  - Errors and Omissions request from Lister Office
  - Contract with Russell Graphics mapping agreement through April 1, 2020
  - VLCT Best Practices
  - VLCT Human Resources
- 6) Transact Any Other Lawful Business
  - DRB and Planning Commission applicant meeting (Ben Thirkield and Doug Langdon and Steve Taren)
- 7) Executive Session
  - Personnel Matters
- 8) Health Officer's Report
- 9) Board Orders
- 10) Adjourn

## Meeting Minutes

### Poultney Board of Selectmen

Monday, August 27, 2018 – 6:30 PM

### Poultney Town Hall

Jeff King, called the meeting to order. Selectmen present included: Jeff King, Tom Colouti, Frank Fressie, Terry Williams and George Miller. Others present included Paul A. Donaldson, Town Manager, Ron Kelley, Highway Foreman, Neisja Crawford, Secretary / Bookkeeper, Carol Bunce, Ben Thirkield and Doug Langdon.

**Adoption of the Agenda:** Tom Coloutti made a motion to adopt the agenda, switching no. 7 Executive Session with no. 9 Board Orders. Terry Williams seconded the motion. Motion carried.

**Approval of Minutes:** Tom Coloutti: please forward minutes sooner. George Miller made a motion to approve the minutes of 8/13/18. Frank Fressie seconded the motion. Motion carried.

### **Public Comments and Concerns:**

- Carol Bunce: What is the Select Boards position on Dollar General Petition?

Jeff King: Nothing was submitted to the board. Individual members received the petition at home addresses. The board will take no action.

Paul Donaldson: Called the Town attorney. Things are status quo while under appeal. Nothing was submitted to the Town Clerk yet. Looked at Title 17 and Title 24, will make sure the Town attorney agrees. There is case law that deals with zoning. Pre-trial conference will be held early to mid-October, a three-day trial will follow at the end of October in Environmental Court.

### **Road Report:**

Ron Kelley reported the following:

- This September, the State will advertise Finel Hollow Bridge bridge construction, which means posting for contractors.
- Working on two culverts.
- Pike Paving finished Route 140 at Town line and NY State bridge to York Street Extension.

Paul Donaldson: We've had complaints of poor visibility at night and in rain, because there is no white line painted on the road.

Ron Kelley: The State does not line class 2 roads. Will call Brian Sanderson.

- Brush cutting on Finel and Morse Hollow Roads.
- More signage has been moved on Rt 140.
- Cleaned the Transfer Station.
- Met with Paul Donaldson and Wade Masure, discussed VLCT safety best practices.
- Repaired the recreation field mower.
- Met with Rutland Planning Commission Highland Gray Road grant \$18,500.
- Called about winter sand.
- Have not received grant money for Better Roads or Grants in Aid yet
- Terry Williams: Route 31, Ruby Road, weight limit sign is covered with brush. Sign needs to be cleared.
- Jim Seamans will start mowing Finel Hollow Bridge to Hampshire Hollow Rd.
- Gary Mead will clear guard rails. The work needs to go out to bid. Mat Loomis used to clear the guard rails.
  - Frank Fressie: Most of these jobs should be put out to bid.

### **Town Managers Report:**

Paul Donaldson reported the following:

#### **Letters & Communications:**

- Errors and Omissions request from Lister Office
  - Requesting authorization from the Select Board to change the grand List.

Terry Williams made a motion to allow the Lister's to adjust the Grand List to reflect the veteran's exemption. Frank Fressie seconded the motion. Motion carried.

- Contract with Russell Graphics mapping agreement through April 1, 2020
  - Russell Graphics mapping contract is up for renewal. Another company stopped by the Town office soliciting business.
  - Tom Coloutti: The Snow Mobile Club has found discrepancies with current maps. Both Terry Williams and Paul Donaldson have also noticed discrepancies.
  - Terry Williams: Get pricing from both companies.
- VLCT Best Practices
  - Met with VLCT, Wade Masure, regarding compliance issues
  - Many independent contractors do not carry workers compensation insurance. Mr. Masure is sending information about how to work with our contractors
- VLCT Human Resources
  - Sent VLCT, Jill Muhr, the employee handbook for her review. She'll be here mid-September to discuss. Put on the agenda.

#### **Transact Any Other Lawful Business:**

- DRB and Planning Commission applicant meetings.
  - Doug Langdon: Interested in serving on both the DRB and Planning Commission. Works as a business consultant. Recently moved to Poultney. It is very

important for people to be involved with their community. Experience includes, finance committee, charter commission and planning committee. Years of service has taught him it's important to "think the unthinkable" when planning.

- Ben Thirkield: Prefers DRB. Retired from Milton CAT training division. Through his occupation, he developed the ability to filter and recollect information, which could serve the board well. Moved to Poultney three years ago, believes he could be a fair independent auditor. Served on Putney, VT zoning board for a short time.

**Health Officer:**

Paul Donaldson reported a dog bite and squirrel bite.

**Executive Session:**

Terry Williams made a motion to go into executive session at 7:50 pm to discuss personnel matters. Tom Coloutti seconded the motion. Motion carried.

No action taken.

Tom Coloutti made a motion to end executive session at 8:45 pm. Terry Williams seconded the motion. Motion carried.

**Board Orders:**

Tom Coloutti made a motion to pay board orders. George Miller seconded the motion. Motion carried.

**Adjournment:**

Tom Coloutti made a motion to adjourn the meeting. Terry Williams seconded the motion.

Motion carried.

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s/Neisja Crawford, Secretary / Bookkeeper