

TOWN OF BRIDGEWATER
SELECTBOARD / SEWER COMMISSIONERS
MINUTES OF OCTOBER 1, 2019

Draft

Meeting was called to order at 4:30 pm by Lynne Bertram, Chair.

Present: Brian Bontrager, Norman (Nope) Martin, Vicky Young, Nancy Robinson and Jeff Sailer
Visitors: Gloria Martin, Bruce Maxham, George & Melissa Spear, Bruce Martin, Craig Jewett, Otter Creek Engineering and Hank Smith, BACF (Bridgewater Area Community Foundation) Director.

Brian moved to accept the minutes of September 10, 2019 as written. Nope seconded the motion and motion carried.

Visitors: Melissa asked for clarification of the responsibility of the recreation field maintenance. The Selectboard is responsible for upkeep and maintenance.

Craig Jewett came to review the Wastewater Treatment Plant Assessment Agreement. Rural Development had asked for the agreement but Craig wanted to be sure that the town also had access and knowledge of the plan. Nothing has to be signed until after the town has received the award letter from Rural Development Grant. Should be hearing about grant hopefully by end of month. Town has been reimbursed \$30,000 of the \$34,000 spent from the State of Vermont for the assessment study. Town should now apply for and use the loan of \$5,000 to get reimbursed for the additional \$4,000. If loan is used, the cost can be rolled into any future construction project and / or half will be forgiven for repayment, town comes out ahead either way. Nancy will prepare paperwork for reimbursement for the loan for the \$4,000.

Hank Smith wanted to give the Selectboard an update on the progress of the school building. As part of there planning process a Phase 2 Environmental Study needed to be completed. Study has re-visited the 1991 oil spill; with new environmental laws in place, testing needs to be completed of the oil tank that is still in the ground, soiling has to be tested as well as a vapor test inside the building. BACF is getting funding for this testing from TRORC. BACF will install and pay for a new oil tank to be installed. Project plans for the building cannot move forward until this environmental work is completed, which maybe into December. Moving forward to open child care in April 2020.

At this time agenda items under New Business – Municipal Policies and Codes and Planning Grant Agreement Resolution were moved to be discussed with Hank.

As part of the Planning Grant (Feasibility Study) for the school building, the town has to adopt several policies that meet Federal and State requirements. The Municipal Policy and Codes form meets this requirement. The Planning Grant Agreement document was reviewed last week by Lynne and Nancy and then sent onto the town attorney. Nancy also spoke with Nathan Cleveland from the grant program to get clarification on several items. Board members reviewed both documents which were then signed by Lynne and Nope. Brian could not sign as he is a director of the BACF. The final document needed to complete the grant award process is the Sub-grantee agreement between the Selectboard and BACF. The town attorney needs to write an opinion letter stating that all requirements have been met before sub-grant agreement can be signed. This maybe ready for action at the next Selectboard meeting.

October 1, 2019 minutes cont.

Highway Report: Board approved a revised access permit on Richardson Road for Tony King. Sand is being delivered, have received approx. 1700 yds to date. Salt deliveries started last week (\$78.00 ton). Town has purchased 100 ton of salt to mix with sand and “grits”. Zach Bowley has started work for the town and has obtained his CDL permit and will be working toward getting his CDL license. Road crew continue to grade roads. Will be replacing a culvert on Brown Road and on North Bridgewater Road (above Burgin’s). Discussion of electrical work that needs to be repairs and or replaced at the town garage(s). Will contact an electrician to get this work done. Pete Fellows from TRORC would like to meet with Jeff and Nope to review the salt/sand shed project. Nancy will set up a meeting for an afternoon next week. 2014 Truck is at Earle’s garage and needs exhaust work done as well as other repairs. Quoted price for parts is \$11,000 then labor needs to be added. Will need truck for winter so work has to be done. Nope will contact Jim Earle to confirm job. 2017 truck was taken to Freightliner with more electrical problems. Truck was recently in shop and had \$800.00 worth of electrical work done. Continuing to have problems with back and engine lights. Some of the work may be under warranty. Jeff will follow up with this. 2011 truck needs a new body, new tires, engine light is on and there is a smell of antifreeze. May get an oil analysis test. Jeff will get quotes for trade in for new truck. Discussion of work needed at bottom of Bridgewater Hill, will fill in holes with hardpac. Nancy reported that t-shirts have been ordered and are ready for pick up and raingear has also been ordered. Jeff gave the board a draft copy of a Winter Maintenance Road Policy. Will be discussed at the next meeting.

Treasurer’s File: Current expense warrants # 8 & 9 (ck #'s 2475-2479 and e-ck #'s 18489-18506) were reviewed and signed. September Payroll warrant was also reviewed and signed. The Town has received a draft of the FY 19 audit. Lynne signed the Audit Management Representation Letter. A current budget status report was given to the board to review.

Clerk’s File: None

Old business: Office Heating and Cooling system item tabled as Brian would like to get another quote. Nancy will get quote for either filling cracks or replacing whole surface of tennis court. Nope hasn’t had a chance to look at the rec. field drainage issue yet, but will before next meeting.

New business: Board reviewed Conflict of Interest policy which is a model from VLCT. Brian moved to adopt the policy. Nope seconded the motion and motion carried. Copy will be sent to the state as they are setting up a state wide data base for all town Conflict of Interest and Code of Ethics Policies. Next meeting will be on October 22, 2019, regular schedule.

Being no further business, the motion was made and seconded to adjourn at 6:30 pm.

Respectfully submitted,

Nancy Robinson

Nancy Robinson,
Clerk