

Minutes
Board of Selectmen Meeting
Tuesday June 28, 2016

Selectmen Present:
Randy Subject, Colin Stubbings, and Terri Mertz

The meeting was called to order @ 7:02 pm by Chairman Subject.

Chairman Subject announced that the meeting was being recorded for the purpose of accurate minutes.

Pledge of Allegiance – The meeting was started with the Pledge of Allegiance.

Trustee of Trust Funds – Chairman Subject moved to appoint Eileen Belyea as Trustee of Trust Funds to replace John Sundnas. Selectwoman Mertz seconded the motion. Motion passed 3-0. Town Clerk, Bernadette Ratel swore in Ms. Belyea.

Lisa Knapton – Lisa Knapton wanted to know if the Board's thoughts were on renewing the lease on the School Lot. The Board said they had no problem leasing the property again and would like to do another 5 year lease. An ad will need to be run and bids will be accepted by noon on July 25, 2016. Ms. Knapton wanted to know why the School Lot property could not be sold. Selectwoman Mertz read from a document she had drafted from information she had compiled during her research on the property. Chairman Subject suggested getting an opinion from the Town Attorney to verify what the Town can and cannot do in regards to the School Lot property.

EMD – Bernie Marvin – Mr. Marvin has schedule a Weather Summit for Thursday July 7, 2016 at 8:30 a.m. at the Old Church Building. He sent out notices for the meeting today. Ms. Collins informed Mr. Marvin the State had finally received the paperwork for the Hazard Mitigation Grant. The Board never formally voted on the acceptance of the grant so Chairman Subject moved to accept the Hazard Mitigation Grant for the updating of the Town's Hazard Mitigation Plan. Selectwoman Mertz seconded the motion. Motion passed 3-0. Mr. Marvin said the total amount of the grant was \$8,000, with \$6,000 to be paid to the company who will be helping with the update. The additional \$2,000 will be for the labor for the Town employees. Mr. Marvin informed the Board the paperwork for the repeater grant reimbursement has been signed.

Highway Department – Frank Rodimon – Mr. Rodimon said the Town of Warren plans on working on their end of Cape Moonshine Road starting this week. Letters for the Church Street/ Route 25 intersection construction project have been sent out to abutters. The Town plow truck has been repaired and is ready to be picked up. Mr. Rodimon informed the Board the Lake Armington Access Road could be declared an emergency lane if such declaration would be the benefit of water to the Town Fire Department and Rescue. This would allow the Town to fix the road to make it passable. The cost to fix the road would be \$500-\$1,000. Discussion was held on regarding this subject. Chairman Subject asked what the Board needed to do to make the declaration and Mr. Rodimon said they just needed to make a motion and pass it. Chairman Subject moved to declare the Lake Armington Access Road an emergency lane. Selectman Stubbings seconded the motion. Motion passed 3-0.

Abby Metcalf asked if there were any plans to move the tree from the Town Common. Helga Mueller said Tim Cole would be moving it and putting it in front of the Fire Department. Ms. Metcalf asked if there would be closures on Church Street and was informed that there may be some closures.

Town Clerk – Bernadette Ratel – Ms. Ratel gave the Board the dog warrant to approve and sign, which they did. Ms. Ratel said she had looked further into online vehicle registrations and said she felt it was not worth it at this time for Piermont to offer online registration. There was some discussion on this topic and Ms. Ratel answered questions from the public and the Board as to why she was not in favor of offering this option. Ms. Ratel's biggest concern was the time lapse between when a registration was done online and when the registration stickers would be received by the vehicle owner. Also if the stickers were lost in the mail the Town was responsible for them at a cost of \$35 per sticker. Ms. Ratel mentioned that Town records are held in the Town Clerk's office and should be kept in her office and cannot leave the office. Ms. Ratel has labeled all the minutes to not be removed from her office because she is responsible for them. Ms. Ratel will have all minutes forwarded to her when they are done and she will then forward them to the web administrator to be put up on the web.

There was some discussion as to whether or not anyone had been official appointed as the Web Administrator. Ms. Collins said she reviewed the minutes from the June 2, 2016 work session and they did not reference any decision being made about who the Web Administrator would be. Ms. Collins was not in attendance at the meeting, but said a number of people who had been at the meeting remember the topic being discussed, but did not recall an official appointment. Selectwoman Mertz said she didn't remember any discussion on the subject. Chairman Subjeck moved to appoint Jen Rugar as the Web Administrator and Gary Hebert as the Deputy Web Administrator. Selectman Stubbings seconded the motion. Motion passed 3-0. Selectwoman Mertz said she had sent the agenda for tonight's meeting to the Web Administrator today, but it was not put on the website and she wanted to know why. Chairman Subjeck said he didn't know why, but he would look into it. Resident Greg Stelzner said he recalled discussion at the work session about Jen Rugar being made the Web Administrator and said the Board said it would be at no additional cost to the Town and wanted to know if that was still true. The Board said that was still the case.

Police Dept. – Chief Hebert – Chief Hebert said the panic alarm system will be upgraded at the Town Offices. There will be a Safety Meeting this Thursday and tomorrow State Police will be covering the Town since he will be at the range.

FD – Tim Cole – Mr. Cole said the department had a flow test coming up. Fire hoses are tested periodically to gauge what the pressure is and it is time to do Piermont's.

Town Grounds – John Metcalf – See attached report

Executive Assistant – Jennifer Collins – Ms. Collins read her letter of resignation, which she had submitted to the Board on Monday June 27, 2016. Ms. Collins presented 4 abatements to the Board for their approval. Chairman Subjeck moved to accept the recommendations on the abatements given by our Town Assessors. Selectman Stubbings seconded the motion. Motion passed 3-0. The Board approved a Veteran's Credit

Treasurer – Susan Belyea – See attached report.

Manifests

The Board reviewed and signed the manifest. The payroll manifests were signed by all three members of the Board. The accounts payable manifest was signed by Chairman Subject and Selectman Stubbings. Selectwoman Mertz did not state a reason for not signing the manifest.

Old Business

- a. **Primex New Member Orientation** –The Board members will register for one of the orientation classes being offered.
- b. **Church Street** – Already discussed
- c. **Indian Pond Bridge Change Order** – Selectman Stubbings discussed the revised change order submitted by HEB. Reduced to \$13,064.18 from \$39K. Colin will discuss with Stacey and then we need to have it approved by State and FEMA.
- d. **Usage of Roundup on Town Grounds** – Helga Mueller said the Conservation Commission has invited Ms. Mertz to next meeting to discuss roundup. She had discussed with John Metcalf his usage. Ernie Hartley got back to Chairman Subject and said he found no reason to not use roundup. John wants to at least hit the poison ivy with the round up. John said 8oz of concentrated poison ivy Roundup would eliminate what we have right now. Subject said he wants to allow John to move on with his grounds care. Helga wants to look at this further. John is willing to use anything if the Board approves it. Chairman Subject moved to allow John to use Roundup for this year and look at the issue at a later date. No seconded received. Board decided to let Selectwoman Mertz look into alternatives within the next week. John was okay with this.
- e. **Transfer Station Reconciliation Procedure** – Selectwoman Mertz gave sales books to Wayne Godfrey and we have to finish up a procedure. Stubbings said it should cover every single department. Selectwoman Mertz will do initial draft of policy.
- f. **Other Old Business** – Two ordinances, Maximum Road Limits and Temporary Disability Structures, will need to be done in the work sessions. Subject will put them on the agenda. Stubbings said the Board needs to create job descriptions for all the employees and it should be done after the personnel policy is completed.

New Business

- A. **Selectboard work session – reduce scheduled summer session** – Board decided to keep the schedule the same. Trustees will be at next work session.
- B. **Official/Original Town Documents/Town Records** – Previously discussed. John Metcalf wanted to know the Board's feelings in regards to the Sewer records. He also wanted to know about the cemetery lot book. Board says a copy should at least be kept at the town offices.
- C. **Other New Business** – Board needs to review 2014 management letter for audit. Will do at next work session.

Public Input – Don Bagley had a complaint about his assessment and gave the board a letter he had previously sent the Town with his abatement. The Board discussed it and will look in to it

further and get back to Mr. Bagley. Abby Metcalf thanked Jennifer Collins for her service and urged the Board to separate the jobs.

Minutes – The minutes were tabled to the work session on July 7th.

Chairman Subject moved to adjourn the regular session at 9:33 p.m. Selectwoman Mertz seconded the motion. Motion passed 3-0.

Respectfully Submitted,

Jennifer L. Collins

Board of Selectman

Randy Subject

Colin Stubbings

Teran Lee Mertz

Approved: 7/21/2016

Members of the Public present at the general meeting as recorded by “sign-in sheet” included: J. Metcalf, S. Belyea, T. Cole, B. Henry, A. Metcalf, C. Chandler, S. Rounds, H. Saarion, D. Kircher, S. Woodard, G. Stelzner, B. Ratel, G. Hebert, F. Rodimon, B. Marvin, J. Kenyon(Valley News) and J. Collins.