

Minutes  
SELECTBOARD, TOWN OF PAWLET  
March 16, 2017  
7:00 pm at Pawlet Town Hall  
SPECIAL MEETING

Members in Attendance:

Mike Beecher  
Chuck Weeden  
Ed Cleveland  
John Malcolm  
Bob Jones

Others in Attendance:

Timothy Hughes-Muse  
Keith Mason  
Frank Nelson

**EVENT**

1. Call to order
2. Introduction of those present by chairperson
3. Approval of minutes from previous meeting
  - a. Motion to accept the Minutes of February 28<sup>th</sup>  
Result: Approved [Unanimous]  
Mover: Mr. Weeden  
Seconder: Mr. Cleveland
  - b. Motion to accept the Minutes of March 8<sup>th</sup>, 2017 as edited  
Result: Approved [Unanimous]  
Mover: Mr. Weeden  
Seconder: Mr. Cleveland  
Discussion: Mr. Van Meter's name was mistakenly left off of the list of members of the Pawlet Planning Commission. Mr. Van Meter is a member of the PPC and his term expires in 2018.
4. Appearances by local citizens and visitors
  - a. Frank Nelson presented information on grass based heating pellets and Stirling Engines for pellet furnaces.
5. Announcements- no announcements
6. Reports
  - a. Energy Group Report- no report
  - b. Zoning Administrator's Report- no report
  - c. Road Foreman's Report
    - i. Motion to approve an informal policy that would require all purchases over \$600.00 must be approved by the majority of the Pawlet Selectboard.

Result: Approved [Unanimous]

Mover: Mr. Jones

Secunder: Mr. Weeden

Discuss: This adoption of an informal purchasing policy will increase the likelihood of the town being awarded a grant for the emergency radios.

The selectboard is reviewing a more formal purchasing policy and will discuss it in future meetings.

- ii. Mr. Mason provided a summary of the road crew's storm management.
- iii. Recommendation to approve and sign High Risk Rural Roads Program Agreement (HRRRPA) with Vtrans.

Result: Approved [Unanimous]

Mover: Mr. Weeden

Secunder: Mr. Jones

Discussion: Under this agreement, VTrans will paint white and yellow pavement markings on Danby-Pawlet Rd. Additionally they will install new traffic signs. It will be Pawlet's obligation to maintain the installed infrastructure.

d. Town Clerk's Memo

- i. Signed multiple Uniform Municipal Excess Weight Permit
- ii. Signed rental contracts for Town Hall Auditorium.

e. Emergency Management Director's Report- reviewed

f. Health Officer's Report- reviewed

g. Town Treasurer's Memo

- i. Review of bills and signing of selectboard's orders
- ii. Motion to approve the warrants

Result: Approved [Unanimous]

Mover: Mr. Weeden

Secunder: Mr. Cleveland

h. Selectboard Administrative Assistant's Memo

- i. Three requests from Pawlet Library. The Selectboard is in support of the endeavors of the Pawlet Public Library.
- ii. The board reviewed the assistant's memo

7. Old or unfinished business

a. Review of the Town's Personnel Policy

Discussion: The selectboard set a schedule for revising the town's Personnel Policy. The board will discuss the board member's proposed changes on March 28<sup>th</sup> and will present those changes to the Road Crew. The select board will hear the Road Crew's comments on the personnel policy on April 11<sup>th</sup>. The board will make a decision sometime after hearing from the Road Crew.

8. New Business

- a. Motion to accept 2018 Annual Tax Map Maintenance contract with CAI Technologies

Result: *Conditionally Approved* [Unanimous]

Mover: Mr. Jones

Second: Mr. Malcolm

Discussion: The selectboard assistant could not find the 2017 contract to compare the cost of the contract. Mr. Jones recommended approval of the contract if there is no increase in cost. Mr. Jones suspected that the \$15.00 fee per building added or changed was more than what it was in the past. *After the meeting, when comparing the 2017 to the 2018, it was revealed that the 2017 contract was a flat fee of \$1,575. The 2018 contract represents an increase in cost.*

9. Motion made to Adjourn at 8:51 pm

Result: Approved [Unanimous]

Mover: Mr. Weeden

Second: Mr. Cleveland