

Town of Corinth
Board of Selectmen
P.O. Box 461
Corinth, Vermont 05039

Unapproved Minutes for a Special Meeting
January 24, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Susanne Smith.
Others Attending: Susan Fortunati, Treasurer; Burton Cooper, Moderator;
Lynn Sciortino, Board Clerk.

The meeting was called to order at 10:02 a.m.

The Board, with the Town Moderator, reviewed, modified and signed the warning for
Town Meeting 2013.

Locke moved to sign the refinancing documents with People's United Bank for the 2013
International Dump Truck. Groschner seconded the motion and it passed unanimously.

Smith moved to adjourn. Locke seconded.
The meeting adjourned at 3:00 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
Corinth, Vermont 05039
Unapproved Minutes of the Regular Meeting February 11, 2013
7 p.m. at the Town Hall

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Susanne Smith.

Others attending: Susan Fortunati, Treasurer; Frank Roderick, Road Commissioner; Ryan Dodge, resident; and Holly Groschner for Lynn Sciortino, Board Clerk.

1. Call to order: The meeting was called to order at 7:02 p.m.

2. Approval of minutes of previous meeting: The Select Board reviewed and approved the February 5, 2013 minutes (financial meeting), January 14, 2013 (regular meeting), and January 24, 2013 (special meeting). Moved to approve: Susanne Smith, seconded Chris Groschner. Unanimous.

3. Public concerns: Susan Fortunati presented a letter regarding the under-representation of the Republican Party on the Board of Civil Authority signed by Robert Fortunati, Brenda Carter, Earl Adams and Kim Remillard, members of the Republican Party, and requesting the addition of Susan Fortunati, a member of the Republican Party, for participation in elections. Review of 17 VSA 2143(a). Susanne Smith moved to appoint Susan Fortunati to the Board of Civil Authority as a Republican for election purposes until such time that the BCA achieves three Republican members by election. Chris Groschner seconded. Unanimous.

4. Reports

- Clerk: No report.
- Treasurer: Fortunati explained issues regarding fixed asset and useful life designations, and discussions with the auditor. Fortunati is establishing uniform standards for useful life of town equipment and fixed assets. Groschner asked to discuss the Board's response to the County tax bill, which is approximately \$3,000 over the budgeted amount. Discussion regarding available funds in the remaining surplus concluded in agreement to cover the overage without raising the budget to cover the County tax bill. Frank Roderick discussed the extension of a grant of the Open Space Institute to the Town of Corinth for development of the FX Shea Town Forest to June 30, 2013. Fortunati reported that V. Stori has not submitted invoices since June 2012. Susanne Smith moved to accept the extension of the Open Space Institute grant period to June 30, 2013, seconded by Groschner. Unanimous. The Board authorized continued administration of the OSI grant by the Town Forest Committee and requested that V. Stori submit a contract extension coterminous with the grant for consideration of the Board, with a letter of support by the Town Forest Committee.
- Listers: No report.
- Highway Department: Certificate of highway mileage presented for signature. No changes were reported. Board approval of the Highway Mileage Certification for the year ended February 10, 2013, moved by Chris Groschner, seconded by Susanne Smith. Unanimous. Town road and bridge standards update, including changes to erosion control, ditch construction and maintenance, side slope treatments, removing flood levels for culverts, and requirements for state and federal permits. Groschner noted the ability of the Select Board to modify the standards. Roderick agreed to check whether adoption of the updated road and bridge standards makes the Town eligible for greater State or FEMA funding. Motion to approve the 2013 Road and Bridge Standards by the Town commencing February 11, 2013 by Susanne Smith, seconded by Chris Groschner. Unanimous. Roderick requested the Board to authorize posting of the roads for mud season from March 1, 2013 through May 15, 2013. The weight limit during this period is 2 axle 15,000 pounds, 3 axle 18000 pounds, and four thru six axle 20,000 pounds. Groschner moved to adopt the mud season restrictions as proposed, Smith seconded. Unanimous.
- Building Maintenance: No report.

5. Other business: Groschner reported that the former Health Officer has offered to deliver a final report to the Select Board. The Board requested a report on Monday, March 4, 2013. Groschner reported that the Red Cross representative has offered another training program regarding emergency shelters. The Board proposed that the representative come to the Town Hall to make a presentation and to discuss a contract, and requested that the Hall facility manager be present, at the

April 8, 2013 meeting. Groschner reported a discussion with David Danforth of the Fire Department regarding the development of a facility on donated land. Smith reported that she would like to continue as second alternate to the Northeast Solid Waste District, and recommended that the Board of Selectmen have a representative. Ryan Dodge presented the Planning Commission's proposal for the establishment of a Facebook page for the Town of Corinth. The Board supports the initiative to establish a Facebook page, as an unofficial source of town information, and welcomes the Planning Commission's effort to bring it to Town Meeting for discussion and to seek volunteers to administer the page.

6. Review correspondence: No comment.

The Chair noted that tonight is Susanne Smith's last regular meeting on the Board of Selectmen.

7. Adjourn: Groschner moved to adjourn. Smith seconded. The meeting adjourned at 9:35 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
March 11, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Susan Fortunati, Treasurer; Frank Roderick, Road Commissioner;
Joe Blodgett, Road Foreman; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:06 p.m.

Election of a Chairman Groschner moved to elect Allen Locke as Chairman of the Selectboard for one year. Dodge seconded. Motion passed.

Adoption of a Resolution The Board passed a resolution establishing the date, time and place of regular meetings. The meetings will take place on the first Tuesday of each month at 5:00 p.m. at the Town Hall and on the second Monday of each month at 7:00 p.m. at the Town Hall. In the event the date falls on a holiday, the meeting will be held the following business day.

Approval of Minutes Locke moved to approve the minutes of the February 11, 2013 Regular Selectboard Meeting and the March 4, 2013 Financial Meeting. Groschner seconded. Motion passed.

Public Concerns At the February 11, 2013 Selectboard Meeting, Susan Fortunati was appointed to the Board of Civil Authority as a Republican for election purposes until such time that the BCA achieves three Republican members by election. A question has since been raised as to whether the duration of that appointment is consistent with the law. The Board asked that the Town Clerk obtain a written determination from the Vermont Secretary of State as to whether the limitation on duration imposed in the Board's appointment should stand, in which case the appointment has expired, or whether the law requires that the appointment remain in effect until new Justices of the Peace, elected in the general election of 2014, take office in February 2015. Groschner moved that Susan Fortunati continue the position until such time as the Secretary of State clarifies her term of appointment. Dodge seconded. Motion passed.

Appointments of Municipal Officers

Budget Committee Groschner moved to reappoint Lora Nielsen, Lee Porter, Linda Weiss, Irene Mann and Russ Pazdro for one year terms and to appoint Joe Loschiavo for a one year term on the Budget Committee. Dodge seconded. Motion passed.

Conservation Commission Locke moved the reappointment of Anne Margolis and Anne McKinsey to three year terms on the Conservation Commission. Groschner seconded. Motion passed.

Animal Control Officer Locke moved to reappoint Diana Perry to a one year term as Animal Control Officer. Groschner seconded. Motion passed.

E-911 Coordinator Groschner moved to reappoint Jack Learmonth to a one year term as E-911 Coordinator. Dodge seconded. Motion passed.

Emergency Management Coordinator Locke moved to reappoint Joe Truss to a one year term as Emergency Management Coordinator. Groschner seconded. Motion passed.

Energy Committee Locke moved to disestablish the Energy Committee. Groschner seconded. Motion passed.

Fence Viewers Locke moved to reappoint Gary Bicknell, Robert Fortunati and Mike Danforth to one year terms as Fence Viewers. Groschner seconded. Motion passed.

Planning Commission Groschner moved to appoint Bill Tobin and Russ Pazdro to three year terms, Susanne Smith to an unexpired term for two years and Dick Kelley to an unexpired term for one year on the Planning Commission. Dodge seconded. Motion passed.

Revolving Fund Committee Dodge moved to appoint Chris Groschner as the Selectboard Representative on the Revolving Fund Committee. Locke seconded. Motion passed. Locke moved to appoint Linda Weiss to a three year term (replacing John Farrow) on the Revolving Fund Committee. Groschner seconded. Motion passed.

Road Commissioner Groschner moved to reappoint Frank Roderick to a one year term as Road Commissioner. Dodge seconded. Motion passed.

Service Officer Groschner moved to reappoint Jen Brooks-Wooding to a one year term as Service Officer. Dodge seconded. Motion passed.

Surveyor of Wood & Timber Locke moved to reappoint Virginia Barlow to a one year term as the Surveyor of Wood & Timber. Groschner seconded. Motion passed.

Tree Warden Locke moved to reappoint Virginia Barlow to a one year term as Tree Warden. Groschner seconded. Motion passed.

Town Forest Committee Locke moved to reappoint Dina Dubois, Kevin Eaton, Frank Roderick, Penny Andrew and Courtney Haynes to one year terms on the Town Forest Committee. Dodge seconded. Motion passed.

Upper Valley Ambulance Service Representative Locke moved to reappoint Joe Truss to a one year term as the Upper Valley Ambulance Representative. Groschner seconded. Motion passed.

Zoning Administrator Locke moved to reappoint Karen Galayda to a one year term as Zoning Administrator. Groschner seconded. Motion passed.

Zoning Board of Adjustment Locke moved to reappoint Forbes Morrell, Louise Sandberg and Frank Roderick to one year terms on the Zoning Board of Adjustment. Groschner seconded. Motion passed.

Treasurer's Report After reviewing paperwork on Pikcomm, Fortunati questioned its corporation status. The Board determined that according to the records of the Secretary of State's office, Pikcomm is currently registered as a corporation in the state of Vermont. Accordingly, it is exempt from VLCT's requirement that suppliers of services to the town carry workmen's liability insurance. Fortunati then noted that the Federal W-9 form Pikcomm has on file with the Town was filled out incorrectly. Locke agreed to contact Joe Truss to ensure the proper forms are accurately completed. Fortunati also

reported that, at this time, there are eleven parcels on the list for the tax sale taking place March 12, 2013. There may be fewer than eleven on the day of the sale. Allen Locke is the authorized bidder representing the town at the tax sale.

Town Forest Committee's Report Frank Roderick submitted a contract extension for Val Stori, Town Forest Coordinator, for the Board's signature. Groschner moved to sign the contract as presented by the Town Forest Committee for Val Stori from July 1, 2012 to June 30, 2013. Dodge seconded. Motion passed.

Highway Department Roderick reported that the mud season signs have been posted. The road crew has been busy winging back snowbanks.

New Business Groschner asked about forming a committee to work with the architect and members of the fire department on the plans for a new fire station. The Board will put this on the agenda for next month's meeting.

The Board discussed the pros and cons of combining the Town Forest Committee and the Conservation Commission.

Correspondence The Board received notice from VLCT of a Selectboard Institute to be held in Rutland on April 13, 2013. Groschner and Dodge agreed to attend.

The Board received liquor and tobacco license applications from the East Corinth General Store. Groschner moved to approve and sign the 2013 liquor and tobacco license renewals for the East Corinth General Store. Dodge seconded. Motion passed. The Board also received correspondence from the Vermont Agency of Transportation. Groschner moved to sign the grant agreement between the town of Corinth and the Vermont Agency of Transportation to fund the construction of a Park & Ride on Route 25. Dodge seconded. Motion passed. The Board reviewed and signed remaining correspondence.

Groschner moved to adjourn. Dodge seconded.
The meeting adjourned at 9:20 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
April 8, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Susan Fortunati, Treasurer; Frank Roderick, Road Commissioner; Lynn Sciortino, Board Clerk; Mark Nielsen, Joe Truss, Larry Kupferman, Susanne Smith, Norm Collette, Connie Longo, Ed Pospisil, David Danforth and Jim Hinsworth.

The meeting was called to order at 7:00 p.m.

Approval of Minutes Groschner moved to approve the minutes of the March 11, 2013 Regular Selectboard Meeting. Dodge seconded. Motion passed.
Groschner moved to approve the amended minutes of the April 2, 2013 Financial Meeting. Dodge seconded. Motion passed.

Designation of Town Hall as an Emergency Shelter Larry Kupferman, Red Cross Shelter Initiative Coordinator, presented information on designating buildings as Red Cross emergency shelters. He has completed a review of the Town Hall and discussed his findings with the Board. He answered questions and outlined the next steps. An agreement, drafted by the Red Cross, was left with the Board. The decision was made to send the agreement to Rick Cawley, Town Attorney, to look over before taking any action.

Town Hall Capital Needs Assessment Mark Nielsen, architect and Corinth resident, was asked by the Board to speak on this issue. Nielsen explained that a capital needs assessment is a budgeting tool used to address known and predictable elements of a building; a spreadsheet containing all components of a building to help plan for the future and smooth out funding over time. Susan Fortunati stated that the Town has data on file that could be used in putting together such an assessment. Norm Collette, Facilities Manager, said he has drafted plans for future Town Hall projects that would also be useful to include. The Board felt that Fortunati and Collette should work together using a spreadsheet template from Nielsen to get started on this project.

Treasurer's Report Fortunati provided a payment authorization form for signature authorizing a \$6,666 reimbursement to Richard Balagur for a property bought at tax sale. The property was redeemed by the owner last week. The Board signed.
The Treasurer reviewed VLCT requirement for Workers' Compensation documentation from suppliers of services to the town.

Highway Department Roderick reported that the roads are in good shape coming out of mud season and that the expenses have been less this year compared to last year.

Green Up Day--May 4, 2013 Roderick spoke for the Conservation Commission who sponsors Green Up Day. He reported that Becky Buchanan is the 2013 coordinator of the event. The Conservation Commission was recently informed that Casella Waste Management will not take Green Up trash for free this year. Discussion followed. Roderick will collect more information and report to the Selectboard.

Appointments Locke moved to reappoint Bob Sandberg (member) and Susanne Smith (alternate) to the Northeast Kingdom Waste Management District Board of Supervisors for a one year term. Dodge seconded. Motion passed.

Locke moved to appoint Linda Buonaduci to the Planning Commission for one year to fill out a term that expires in 2014. Dodge seconded. Motion passed.

According to Title 24 VSA 4502, appointments to the Conservation Commission are for a four year term. Roderick will bring this information back to the Commission.

Fire Station Feasibility Study Discussion included appointing a committee and hiring an architectural firm. Suggestions were made for committee members.

Groschner moved the Selectboard to solicit proposals from two architectural firms with experience in municipal building planning. Dodge seconded. Motion passed.

Groschner will contact E.H. Danson and Studio Nexus.

Locke moved that the Selectboard appoint a Municipal Fire Hall Feasibility Study Committee to manage the process and interface between the firm hired to create the study and the Selectboard, to be staffed as members are identified. Groschner seconded. Motion passed. The Selectboard will be making appointments of committee members at a future meeting.

Locke moved to adjourn. Dodge seconded. The meeting adjourned at 8:44 p.m.

Town of Corinth
Unapproved Minutes of Special Selectboard Meeting
April 15, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Ed Pospisil, Fire Chief; Lynn Sciortino, Board Clerk;
Roy Ward, Mark Wheeler, Adam Florentine, Joe Truss and Hal Drury.

The meeting was called to order at 5:02 p.m.

Feasibility Study

Corinth will soon begin the feasibility study approved at Town Meeting. The Board met with representatives of EHDanson, an architectural firm from St. Johnsbury, Vermont. Roy Ward and Mark Wheeler made an informative presentation which included their company history and past municipal projects. The Town will be hiring a firm as they begin looking into building a town-owned fire station. The Board asked EHDanson to put together a proposal of costs for the town.

Municipal Fire Station Committee

Groschner moved that the Selectboard appoint the following people to the Municipal Fire Station Committee: Rick Cawley, Ryan Dodge (Chairman), Hal Drury, Mark Nielsen,
Ed Pospisil (Fire Chief) and Dan Wing. Dodge seconded. Motion passed.

Generator at WRVS

The Board signed a standard sub grant agreement for funding an emergency generator to be installed at Waits River Valley School.

Other Business

The Selectboard tentatively set April 23, 2013 at 7:00 p.m. for a meeting on Highway Department radios.

The meeting adjourned at 7:12 p.m.

Town of Corinth
Unapproved Minutes of Special Selectboard Meeting
April 16, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Lynn Sciortino, Board Clerk; Ed Pospisil, Fire Chief;
Adam Florentine, Jim Ainsworth, Hal Drury, Jim Wasser, John Flanagan and
Doug Sonsalla.

The meeting was called to order at 4:58 p.m.

Feasibility Study

Corinth will soon begin the feasibility study approved at Town Meeting. The Town will be hiring an architectural firm as they begin looking into the construction of a town-owned fire station. Today the Board heard a presentation by Jim Wasser, John Flanagan and Doug Sonsalla from Studio Nexus, Architects and Planners, LLC in White River Junction, Vermont. The Board asked Studio Nexus to write up a proposal for their consideration.

Other Business

The Selectboard set April 23, 2013 at 7:00 p.m. for a meeting on Highway Department radios.

The meeting adjourned at 6:16 p.m.

Town of Corinth
Unapproved Minutes of Emergency Selectboard Meeting
April 23, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Frank Roderick, Road Commissioner; Joe Blodgett, Road Foreman.

The meeting was called to order at 7:02 p.m.

May 4th-Green Up Day The Board discussed arrangements for the May 4 Green Up Day since Casella Waste Management will no longer accept trash for free. Blodgett outlined the preparations at the transfer station for accepting green bags and how tires would be handled. Roderick agreed to query the members of the Conservation Commission about paying for disposal from their budget. Blodgett will contact Casella Waste to see if any deals could be arranged for Green Up Day material.

Highway Department Communications The Board discussed the road crew's inter truck communications.

The meeting adjourned at 8:10 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
May 13, 2013

Attending for the Board: Allen Locke, Chairman; Ryan Dodge; Chris Groschner-Absent. Others attending: Susan Fortunati, Treasurer; Frank Roderick, Road Commissioner; Joe Blodgett, Road Foreman; Karen Galayda, Lister; Earl Adams, Conservation Commission; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:00 p.m.

Approval of Minutes Dodge moved to approve the minutes of the April 8, 2013 Regular Selectboard Meeting, April 15, 2013 Special Selectboard Meeting, April 16, 2013 Special Selectboard Meeting and the May 7, 2013 Financial Meeting. Locke seconded. Motion passed.

Treasurer's Report Fortunati reported the details of a Delta Dental policy for Town Employees. It was agreed to forego action since funds were not budgeted. Fortunati also reported that VLCT made an annual inspection of the Town Hall and the Town Garage for insurance purposes. She summarized the report and stated that she and the Facilities Manager have already been addressing the concerns. Blodgett stated that he is aware of VLCT's report and is taking care of things at the Town Garage.

Highway Department Roderick and Blodgett presented information on several different loaders the Highway Department has been considering. Dodge moved to accept the bid for \$137,000 (including the warranty) for a Caterpillar 930G front end loader. Locke seconded. Motion passed. Locke moved to apply for a grant from the state to provide approximately 90% funding for deck rehabilitation on the Page Hill Bridge (#8). Dodge seconded. Motion passed.

Listers' Report Locke moved that the Board go into executive session to discuss personnel matters. Dodge seconded. Motion passed and the Board, with Karen Galayda, adjourned into executive session at 8:10 p.m. The meeting resumed at 8:40 p.m. The Board reported that they discussed Town Office operations and no decisions were required.

Fire Station Feasibility Study Dodge reported he had contacted the committee members with an update on the work thus far. Dodge moved to hire EHDanson architectural firm to perform the feasibility study for the new fire station. Locke seconded. Motion passed.

Correspondence The Board received a memo from Two Rivers-Ottawaquechee Regional Commission listing available trainings. It was agreed to forward the memo to the Planning Commission, Conservation Commission and the Listers. The Board also received from Two Rivers a request for an Update of Emergency Operations Plan for

Corinth. Locke will consult with Joe Truss, Emergency Management Coordinator, and send the updated plan to Two Rivers.
Dodge moved to adjourn. Locke seconded. The meeting adjourned at 9:07 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
June 10, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Frank Roderick, Road Commissioner; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:07 p.m.

Approval of Minutes Dodge moved to approve the minutes of the April 23, 2013 Emergency Meeting, May 13, 2013 Regular Selectboard Meeting and June 4, 2013 Financial Meeting. Locke seconded. Motion passed.

Public Concerns Luise Graf contacted the Selectboard to ask when the grading of Bear Notch Road would take place. Roderick responded that the grader needed repairs but the road is scheduled to be graded as soon as repairs are completed. Groschner will contact Graf and explain the situation.

Highway Department Two sites were discussed as a possible location for a communications tower. One owner is open to the idea and willing to discuss the details if and when the time comes. The other owner has not yet been contacted. The Board asked Roderick to pursue locations as well as information on obtaining a license for radio communications.

The Highway Department received a letter from People's United Bank with information on financing the Caterpillar Loader. Follow-up paperwork will be sent for the Board to complete and sign at the July 2, 2013 Financial Meeting.

The Board received a Right-Of-Way Agreement from the Vermont Agency of Transportation for the Chicken Farm Bridge Project to be signed, dated, notarized and returned. The Board will fax the agreement to Rick Cawley to look over before taking any action. Locke moved to authorize two Board members to sign the Right-Of-Way Agreement with AOT for the Chicken Farm Bridge Project pending Cawley's approval. Dodge seconded. Motion passed.

Roderick informed the Board that Joe Holland has authorized Byron Kidder, land surveyor, to work with the state on determining boundary lines regarding the site for the new Park & Ride.

Building Maintenance The Board, in conjunction with the Facilities Manager, is in the process of developing a list of future projects. Groschner agreed to contact Norm Collette for his input.

Reading of Bids for Work on Bridge No. 8 The Board opened and read aloud the two bids for work on Box Shop Bridge. Locke moved to decline all bids received and defer the project to a later date. Groschner seconded. Motion passed.

Other Business Information on the Basic Emergency Operations Plan has been updated and will be mailed to Kevin Geiger at Two Rivers-Ottawaquechee Regional Commission. They will send the revised BEOP back to the Board to be reviewed for final approval.

Correspondence The Board received a letter of resignation from Diana Perry, Animal Control Officer and Pound Keeper, effective June 30, 2013. The Board expressed appreciation for her years of service to the Town and accepted her resignation with regret.

The Board reviewed remaining correspondence.

Groschner moved to adjourn. Dodge seconded. The meeting adjourned at 8:30 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
July 8, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Tony Mason-Sherwood; Teddy Mason-Sherwood; Dave Richard;
Mark Luce; Robert Fortunati; Frank Roderick, Road Commissioner; Lynn Sciortino,
Board Clerk.

The meeting was called to order at 7:00 p.m.

Approval of Minutes Locke moved to approve the corrected minutes of the June 10, 2013 Regular Selectboard Meeting. Dodge seconded. Motion passed. Dodge moved to approve the minutes of the July 2, 2013 Financial Meeting. Locke seconded. Motion passed.

Public Concerns Robert Fortunati reported that the tire and rim of his vehicle were damaged due to conditions on Claflin Road. He stated that the road is barely passable and is in desperate need of attention. Roderick responded that the Highway Department had built up the base and graded Claflin Road last fall but that weather conditions this spring and summer have taken its toll. The Board directed Roderick to assess the situation and come up with a plan for Claflin Road.

Dave Richard, a member of the Corinth Cafe Music Committee, reported that the Corinth Historical Society recently voted to suspend their committee, thus ending the society's connection to the October through May monthly musical events. He stated that the group would like to continue the events with donations being disbursed to local organizations. The Board supported the continuation of the Corinth Music Cafe's use of the Town Hall. Discussion followed. Richard agreed to contact the Town Treasurer for clarification regarding insurance.

The Board was contacted over concerns that the size/sharpness of the stones the Highway Department uses in maintaining town roads has been causing flat tires. Roderick agreed to look into the concern.

Highway Department Roderick reported that the new loader arrived two weeks ago. The road crew has been grading roads and mowing the sides as equipment and weather permit. The Board questioned Roderick about the Chicken Farm Bridge project. He responded that the work would probably begin after the new year and finish next summer.

Other Business The Board discussed progress on the plans for the new fire station. The engineers have been working on the design and layout of the new five-bay building. It was the Board's hope that abutting landowners of the proposed site had been contacted and informed of the plans. Dodge agreed to look into the matter. The fire station committee will meet again at the end of July.

Groschner moved to adjourn. Dodge seconded. The meeting adjourned at 8:11 p.m.

Town of Corinth
Unapproved Minutes of Emergency Selectboard Meeting
July 11, 2013

Attending: Allen Locke, Selectboard Chair, Chris Groschner , Ryan Dodge

Meeting called to order at 5:06 p.m.

1. Groschner moved to go into executive session to discuss personnel and compensation. Board reconvened at 5:50 p.m. No actions were taken.
 2. Discussion of town policy for the rental and use of the town hall. Question were raised concerning a renter's need to provide liability insurance and other requirements of the current rental agreement. The board will wait to see the town hall manager's draft of a revised agreement before making a decision in this matter.
 3. Discussion of the need to appoint a dog officer to replace Diana Perry who has resigned. Selectmen reviewed the ordinance for a job description. Joe Hill will be called until a replacement can be appointed.
 4. Locke presented a draft of an agreement between Topsham, Corinth and the Waits River Valley School Board concerning the stand-by generator grant. After discussion, Locke agreed to finalize the document and send it to all parties for review and signature.
- Locke moved to adjourn, seconded by Dodge. Meeting adjourned at 7:05 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
August 12, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Karen Galayda, Lister; Frank Roderick, Road Commissioner; Robert Fortunati; James Fontaine; Ruth Fontaine; Jaika Fontaine; Earl Adams; Donna Meyer; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:05 p.m.

Approval of Minutes The July 8, 2013 Regular Selectboard minutes were amended to report that it was the rim on Robert Fortunati's vehicle that was damaged, not the rim and tire. For clarification, it was noted that the Highway Department used fill from the banks of the road to build up the base last fall on Claflin Road. Groschner moved to approve the amended minutes. Dodge seconded. Motion passed. Groschner moved to approve the minutes of the July 11, 2013 Emergency Meeting and the August 6, 2013 Financial Meeting (with one correction - "the Board reviewed and approved the June Journal Entries"). Dodge seconded. Motion passed.

Public Concerns Fortunati asked about the progress being made on Claflin Road. Roderick responded that the road is presently closed to traffic. The plan is to work on the drainage problem then install culverts and add stone and gravel. The road should reopen this year. Fortunati also had concerns about his property. Two years ago the Highway Department put in a large ditch. The depth of the ditch is such that it affects access to his property. Roderick suggested a culvert might be the solution and asked Fortunati to flag the area. He said he would take a look at it and assess the situation.

Listers' Report Galayda submitted an Errors & Omissions Report.

*Parcel #113-01032 Owner had not filed the HS 122 by the time tax bills were printed.

*Parcels #019-00601, #019-00778, #034-00301, #077-10397 had contract amounts that needed to be raised to current assessment.

*Parcels #029-00473, #097-01800, #018-00429, #068-01116 have current use values that are still pending but expected to be resolved soon. The Board noted that they had been informed of the information in Bullet 1, approved the changes in Bullet 2 and directed the listers to enter the pending figures in Bullet 3.

Highway Department Report Roderick reported that he, Joe Blodget and Karen Galayda met with Sacha Pealer, flood plain coordinator from the Vermont Department of Environmental Conservation at the site of the new Park & Ride. They were informed that the site is in the Primary Flood Plain of the Waits River and would need a permit from the Zoning Officer before proceeding with the work. Roderick stated that in order to meet the requirements, the Park & Ride parking lot would have to be built at the same level or slightly lower than the existing land. Roderick next addressed the Board's

questions about repairs made on the waste oil furnace at the Town Garage. He will check to see if there is a warranty on the work.

Vacant or Distressed Buildings The board discussed an August 10 barn fire on Dwight Burroughs' property. Ruth Fontaine, a neighbor, had used the barn years ago but there were no animals in the barn at the time of the fire. The Board had received a petition recently voicing concerns over another building on the Burroughs' property, a garage built about fifteen years ago. The petition asks that the garage be taken down or made safe. Fontaine stated that she has an agreement with the owner to use the garage and is in the process of cleaning it out and making repairs. Earl Adams explained that the garage needed supports under the ceiling joists and other general repairs. Fontaine reported some recent vandalism and the VT State Police advised her to secure the building and put up "No Trespassing" signs. The Board agreed and directed Fontaine to close up the building and attach signs. They also asked Fontaine to contact the owner and make sure he is aware of the situation. Fontaine responded that plywood would be put up within the next couple days and that she would be in touch with Burroughs. The Selectboard encouraged communication between Fontaine and her neighbors and will continue to monitor the work on the building to ensure public safety. The Board previously discussed the problem of vacant or distressed buildings and the possibility of passing a town ordinance. Tonight Groschner handed out copies of the Vermont Statutes on Adoption and Enforcement of Ordinances and Rules and a sample Vacant Building Ordinance. The members will review the information and continue discussion next month.

Illegal Burning of Trash Two incidents of burning trash have been reported. The Selectboard referred to the Solid Waste Ordinance (adopted in 1994, updated in 2001) and read aloud "Article XII Open Burning" and "Article XIV Penalties and Enforcements". The Board discussed revising the penalty fees.

Dog Warden/Animal Control Officer Diana Perry resigned June 30, 2013 but no suitable replacement has yet been identified. It was suggested that a dog warden in a neighboring town might be interested in sharing the position. Groschner agreed to make some phone calls and also to look into a contract with Central Vermont Humane Society about housing stray dogs.

Basic Emergency Operations Plan The Board reviewed the plan. Groschner moved that the Board authorize the chairman to sign the BEOP as presented. Dodge seconded. Motion passed and Locke signed the plan.

Historical Society Music Events The Selectboard received a letter from Lois Jackson, Vice President of the Corinth Historical Society, in response to last month's published Selectboard minutes. The CHS reported that they have suspended the Music and Talent Committee while reevaluating their fund raising, but contrary to a statement made by a member of the committee at the July 8 meeting, they have not ended their connection to

the musical events. The Historical Society fully intends to continue the Cookeville Cafe Music and Talent Series.

Executive Session Groschner moved that the Board invite Frank Roderick and go into executive session to consider legal and real estate matters. Dodge seconded. Motion passed and the Board entered executive session at 9:08 p.m. The meeting resumed at 9:45 p.m. No decisions were made.

Correspondence The Board reviewed correspondence.

Dodge moved to adjourn. Groschner seconded. The meeting adjourned at 9:53 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
September 9, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Frank Roderick, Road Commissioner; Joe Blodgett, Road Foreman;
Norm Collette, Facilities Manager; Connie Longo; Holly Groschner; Maxine Slack;
Pamela Fecteau, Senior Underwriter for VLCT; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:02 p.m.

Approval of Minutes Groschner moved to approve the minutes of the August 12, 2013 Regular Selectboard Meeting. Dodge seconded. Motion passed.
Groschner moved to approve the minutes of the September 3, 2013 Financial Meeting. Dodge seconded. Motion passed.

Town Hall Rental Policy Pamela Fecteau, from VLCT, made a presentation to the Selectboard outlining insurance liability issues. She assured the Board that the town has adequate coverage when the Town Hall is being used for town business. She recommended requiring outside groups to provide a certificate of insurance when using the building for special events. Often the renter's home owners or business policy will cover liability for their event. Another option for renters to consider is a single use Tenant User Liability Insurance Protection (TULIP). Fecteau passed out sample facilities use agreements for the Board to look over. The Board discussed the present Town Hall rental policy and possible changes to the policy. It was agreed to schedule another meeting to consider revisions.

Meadow Meeting House and Cemetery Maxine Slack, representing the Meadow Meeting House Association, asked if the Selectboard would take over maintenance of the Meadow Meeting House Cemetery. The Board agreed since it is the responsibility of towns to take over family cemeteries when they can no longer be maintained by the family. Slack is planning to arrange for the end of the year mowing and repair work on the broken headstones. Norm Collette and Connie Longo, members of the Corinth Historical Society, stated they have begun to research the history of the Meadow Meeting House and are interested in helping to preserve the building. They have contacted Preservation Trust of Vermont and have agreed to assist Slack in this project.

Highway Department Roderick reported that they have hired Redstart Forestry to treat three patches of Japanese Knotweed this week. The treatment being used is EPA approved. Nearby landowners have been notified. Blodgett made a proposal to the Board for the purchase of a new bale mulcher for approximately \$4,500. At the present time, the town rents one. The Board agreed to approve the purchase. Sand for winter road maintenance will be going up next week. After a short discussion about paving the Town Hall parking lot, Blodgett said he would get back to the Selectboard with a plan.

The Highway Department will look into posting a sign on Bear Notch Road to inform travelers that it is a dead end road. Present and future projects include grading, ditching and paving.

Treasurer - Invoices The Board approved five invoices that had been submitted:

*\$970,925.00 to Waits River Valley School (1st installment for education)

* \$78.00 to US Postal Service for annual box rental

* \$2,039.70 to EHDanson Associates for fire station feasibility study

* \$1,500.00 to MCNE Masons, LLC for concrete slab for generator

* \$3,000.00 to Byron Kidder for survey of site for proposed fire station

Executive Session The Board voted to go into executive session at 9:22 p.m. to discuss a contract issue. Frank Roderick and Holly Groschner were invited. The meeting resumed at 10:03 p.m. No decisions were made.

Correspondence The Board reviewed correspondence.

Dodge moved to adjourn. Groschner seconded. The meeting adjourned at 10:16 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
October 14, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others Attending: Frank Roderick, Road Commissioner; Joe Blodgett, Road Foreman;
Lee Porter; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:00 p.m.

Approval of Minutes Dodge moved to approve the minutes of the September 9, 2013 Regular Selectboard Meeting, the September 16, 2013 Emergency Meeting and the October 1, 2013 Financial Meeting. Groschner seconded. Motion passed.

Treasurer's Report The Board received two invoices from the treasurer for approval to pay. One was for the refund of tax over-payments, plus interest, to a property owner as decided by the Board of Abatement. The other was to reimburse the buyer at tax sale of a property that since has been redeemed. Locke moved that the Board approve both invoices for payment. Dodge seconded. Motion passed.

Highway Department Blodgett reported that the Town of Topsham has expressed interest in buying a 2010 F550 truck with sander and plow from the Town of Corinth. The Board asked Blodgett to contact Topsham to see if they are prepared to make an offer, then to check with the Corinth treasurer on the current budget numbers in the equipment fund, and price out a replacement truck.

Roderick proposed an upcoming project on Center Road, across from the Post Office and the Groschner home. This is a busy, narrow section of the road. The road crew became concerned after a stone wall was built along the Groschner property. The plan would be to widen the road by three feet, create a ditch and regrade the land on the Academy Building side of the road. The Highway Dept. would then regrade the road to drain on that side. Dodge moved to widen the road at this location on Center Road in order to improve traffic conditions. Locke seconded. Motion passed.

Roderick updated the Board on the progress of the Corinth Park & Ride. The project is taking longer than expected due to the site being in a flood plain. Roderick will be contacting a hydraulic engineer (referred by Two Rivers) to tour the site and look over the maps/plans. An amendment to the grant has been submitted. A 2014 completion date is likely.

Town Hall Policy Groschner reported that the Board is close to completing the updated Town Hall rental policy. A separate meeting will be scheduled for that purpose. The Board will invite a local insurance agent for input on the few remaining questions.

Building Maintenance Groschner also reported that a job description for the Town Hall cleaning has been posted at the Town Hall and on the LRN. The Town Hall will be open on Wednesday, October 16 (2 p.m. - 3 p.m.) for viewing the hall. The Board will be accepting bids for this position and hopes to make a decision on November 5, 2013.

The Board began discussions on the hiring of a new Facilities Manager.

Other Business Groschner reported that he had been in touch with Central Vermont Humane Society and that they would be willing to kennel stray dogs and cats from Corinth on a fee basis. He presented ways a contract could be set up with them. He has also contacted a Barre constable, who would be willing to replace Diana Perry as the Animal Control Officer. Discussion followed. Concerns were costs and response time. It was suggested that Groschner invite the candidate to a future meeting.

The Board noted that the topic of vacant and distressed buildings is still an issue that needs to be addressed.

The Selectboard reviewed VLCT's recommendation for a health insurance carrier to offer coverage to town employees. Out of nineteen choices of coverage options, one was comparable in cost and coverage to the present policy. The representative from VLCT will return to lead an informational meeting to explain the new policy options to eligible employees. The employees will use this information to make decisions regarding their individual policies, which they must do no later than November 30, 2013. No date has been set for the informational meeting.

Correspondence The Board received an email from Dan Wing asking if the Highway Department could take a look at a culvert that drains onto his property from a neighboring field creating an erosion problem.

Executive Session At 8:25 p.m. Groschner moved that the Board go into executive session to discuss personnel matters. Dodge seconded. Motion passed. The Board reconvened at 9:00 p.m. No decisions were made.

Dodge moved to adjourn. Locke seconded. The meeting adjourned at 9:11 p.m.

Town of Corinth
Board of Selectmen
P.O. Box 461
Corinth, Vermont 05039

Unapproved Minutes of the Emergency Meeting
October 15, 2013
6:00 p.m. at the Town Hall

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others Attending: Ed Pospisil, Fire Chief.

The meeting was called to order at 6:10 p.m.

Locke moved that the Board go into executive session with Pospisil to discuss personnel matters. Dodge seconded. Motion passed. Executive session ended at 6:35 p.m. No decisions were made.

Groschner moved to adjourn. Dodge seconded. Motion passed.
The meeting adjourned at 6:45 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
November 11, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others attending: Frank Roderick, Road Commissioner; Dan Wing, Energy Coordinator;
Susanne Smith; Michael Wark; Justin Pickel; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:00 p.m.

Approval of Minutes Groschner moved to approve the minutes of the October 14, 2013 Regular Selectboard Meeting, the October 15, 2013 Emergency Selectboard Meeting and the November 5, 2013 Financial Meeting. Dodge seconded. Motion passed.

Public Concerns

*Dan Wing inquired about the revisions to the Town Hall Usage Policy. He urged the Board to maintain reasonable costs to renters and felt that people should have an opportunity for input on the new policy. The board responded that a special Selectboard meeting, with an insurance agent attending, could be scheduled.

*Frank Roderick reported that the base light under the flagpole is out and the Board may want to consider an LED spotlight as a replacement.

*Dodge stated that he had received complaints concerning a dog on Rollie Day Road. He will follow up with the person making the complaints.

Casella Waste Systems, Inc. Mike Wark attended to see if there were any concerns regarding the Transfer Station. He heard suggestions (repair lids, rotate workers, name tags) and answered questions. He presented Susanne Smith the figures she needed for the annual report on the Transfer Station.

Animal Control Officer Justin Pickel submitted his application for Corinth Animal Control Officer. He presented his qualifications, looked over relevant town ordinances and answered questions. Dodge moved to hire Justin Pickel from November 11, 2013 to June 30, 2014 for the position of Corinth Animal Control Officer at an hourly rate of \$14.00 plus a mileage reimbursement of 56.5 cents per mile. Groschner seconded. Motion passed. Pickel will draw up a contract and contact the Town Treasurer for required paperwork. He will also obtain a list of Corinth's licensed dogs. The Board asked Pickel to send them animal ordinances from other towns as well as information on the licensed boarding facility he recommended.

Highway Department Roderick reported that the town of Topsham is no longer interested in purchasing the 2010 F550 truck. Roderick also reported on the progress of the Corinth Park & Ride. He will contact Byron Kidder to inquire about the cost of a survey to help determine level of flooding, as requested by the VT Agency of Natural Resources. The Board asked about the feasibility of paving the Town Hall parking lot.

Roderick stated that a coat of ground asphalt would be a better option this late in the season. He will contact the Road Foreman for input on this project.

Other Business

*PACE Dan Wing addressed issues that had been raised by the Selectboard at a previous meeting. He presented information from Efficiency Vermont. The Board felt the program was worth pursuing and would like to invite Rick Cawley and Susan Fortunati to attend a future meeting to work on details.

*Roderick proposed moving the bulletin board at Crossroad's Store to the Transfer Station. He has received permission from the storeowner to remove the board. The Selectboard agreed with the plan.

*Roderick submitted a copy of the Town Forest Committee's budget requests.

*Groschner presented information on G & K Services, a uniform supply company. He has asked them to contact Joe Blodgett with an estimate.

*The Board discussed the possibility of installing a radio tower and licensing issues.

*The Planning Commission requested the Board consider the nomination of Steve Long. Groschner moved the appointment of Steve Long to fill the vacancy on the Planning Commission to expire in 2015. Dodge seconded. Motion passed.

*The contract for the Town Hall cleaning service was emailed to Karen Erikson. It will be corrected so that it is in effect until June 30, 2014.

*The board received notice that there might be a donation of fireproof curtains for the Town Hall next year.

Correspondence

*The Board received information concerning Green Up Day and passed it on to Roderick, a member of the Conservation Commission.

*The Board received a letter from Sacha Pealer, VT DEC, after her review of the Corinth Floodplain Management Regulations. She found the regulations outdated and noncompliant. The Planning Commission will be submitting a revised draft for the Board to review.

Dodge moved to adjourn. Groschner seconded. The meeting adjourned at 9:03 p.m.

Town of Corinth
Unapproved Minutes of Regular Selectboard Meeting
December 9, 2013

Attending for the Board: Allen Locke, Chairman; Chris Groschner; Ryan Dodge.
Others Attending: David Danforth, Deputy Fire Chief; Ed Pospisil, Fire Chief; Joe Truss, Emergency Management Coordinator; Dan Wing, Energy Coordinator; Susan Fortunati, Treasurer; Frank Roderick, Road Commissioner; Rick Cawley, Town Attorney; Teddy Mason-Sherwood; Tony Mason-Sherwood; Dave Richard; Steve Long; Dina Dubois; Edward Sayers; Anne Margolis; Glynn Pellagrino; Lynn Sciortino, Board Clerk.

The meeting was called to order at 7:02 p.m.

Approval of Minutes Dodge corrected the 11-11-13 minutes, Public Concerns, third bullet, to read "Dodge stated that he had received complaints concerning a dog on Pike Hill Road." He then moved to approve the amended minutes of the November 11, 2013 Regular Selectboard Meeting and the December 3, 2013 Financial Meeting. Groschner seconded. Motion passed.

PACE In response to questions raised at a previous meeting regarding administration of the program, a video conference with a PACE representative had been prearranged. The representative explained that they are willing to make adjustments to the agreement and towns can make minor changes with the approval of Efficiency Vermont. Follow up actions: PACE will clarify that the financing institution will use their own process to satisfy their title requirements and Cawley will create language that specifies that Corinth will use the usual collection process and schedule for PACE payment failures and will send that language to PACE for review.

Town Hall Rental Matters The Board listened to concerns and answered questions about the Town Hall Rental Policy. Rental fees and liability insurance coverage were the main topics discussed. The Board explained that the current policy is still in effect and can be accessed on the town website. The Board stated it is their intent to keep the Town Hall affordable and open to public and private events. They will continue to work on revising the policy and appreciated input from the residents attending the meeting. Dan Wing hoped that the new policy would be finished and discussed at Town Meeting in March.

Perdue Place Ed Sayers, speaking on behalf of Second Growth, informed the Board of a potential buyer for a property on Perdue Place. The buyer would like the town to agree to discontinue approximately .5 miles of the road for privacy before the purchase. The Board outlined the statutory process and timeline for this request. They directed Mr. Sayers to VT Statute Title 19, sections 701-776. Mr. Sayers will bring this information back to the potential buyer.

Highway Department Roderick updated the Board on the current status of the proposed Corinth Park & Ride. An amendment to the grant has been filed. A survey of the site is being conducted. Construction of the Park & Ride is contingent upon the information in the survey.

Treasurer's Report Fortunati asked the Board to enter executive session for personnel matters. Groschner moved to go into executive session at 9:15 p.m. Dodge seconded. Motion passed. The Board reconvened at 9:40 p.m. with no decisions being made.

Other Business Groschner passed out copies of the contract and pay schedule for the recently hired Corinth Animal Control Officer. Locke moved to approve the language of the Animal Control Officer's contract asking for the signature of Justin Pickel. Dodge seconded. Motion passed.

Groschner moved to approve the language of the Town of Corinth Cleaning Contract with Karen Erickson. Dodge seconded. Motion passed.

Correspondence The Board received a Petition to Relocate from Green Mountain Power Company, involving a pole and wires within the right-of-way on Chicken Farm Road in preparation for bridge construction. Groschner moved that the Board act favorably upon the petition and sign a memorandum to Green Mountain Power to that effect. Dodge seconded. Motion passed. The Board reviewed remaining correspondence.

Dodge moved to adjourn. Groschner seconded. The meeting adjourned at 9:52 p.m.