

**Leyden Selectboard**  
**Leyden Town Hall**  
**Minutes**  
July 07, 2016

**Selectboard Members Present:** Bill Glabach, Jeff Neipp, Lance Fritz.

**Others Present:** Bob Hardesty, Dave Brooks, Michele Giarusso, Carol Johnson, Ginger Robinson, Barbara Francis, Shelby Ashline (Recorder).

Call to order 9:32am.

### **Minutes**

**MOTION:** Lance moved to accept the minutes of June 23. Discussion. Bill amended the motion to say that “Executive” should be deleted from the FRCOG Council member appointment. Lance seconded the amendment. Unanimous as amended.

### **Highway Update**

Dave reported that to finish the Brattleboro Rd. project would take about a week. Additional costs would be about \$10,000 for the actual road work, plus \$7,000-\$10,000 for guardrail, depending on how much guardrail is installed. He explained that he usually waits until near the end of the fiscal year to do these projects to see how much funds are left in the maintenance account. Jeff said he would like to see the project completed now rather than waiting until spring. Bill would like to finish the project. Lance is opposed to finishing the project now. With two Board members agreeing to finish the project, Dave will go ahead with finishing the project as soon as he can.

### **Eden Trail Paving**

Dave and the Board discussed the possibility of paving Eden Trail instead of Greenfield Rd. Since the bid for paving was from Warner Brothers, the Eden Trail project may have to go out to bid, since travel times and materials will be different. Travel distance will be less for Lane, so they may come in lower. Discussion. Dave and the Board agreed to put the job out to bid, see how the bids come in, and then decide how to proceed.

### **Road Signs**

Jeff suggested that some signs on West Leyden Rd. near George Lamb Rd. could be taken down. “Children at Play” and “Bus Stop Ahead” are no longer needed. Also, the “Curve” sign at George Lamb needs to be straightened. “Curve” sign will be straightened and the others pulled. “Bus Stop” can be put at Snow’s. Talk to Dan about moving the “Speed Limit 30” sign past Feldmans’.

### **PRES Sidewalk Preparation**

Dave thinks that he can get the blacktop sidewalk removed by the first week of August. Jeff will have John Rodgers clean up the area by the sidewalk. Rob should be able to do the work mid-August if his schedule allows.

### **Ten Mile Bridge**

Lance said he feels that we need to start thinking about re-decking the ten mile bridge. The project should be put on the schedule to be completed in the next couple years. Discussion. All agreed that the bridge project should be a priority sooner than later. Dave will look into getting the bridge inspected; core samples should be taken.

### **Joe Markarian – Capital Planning**

Joe Markarian explained the Community Compact program initiated by the Baker/Polito Administration. This program is designed to help Cities and Towns adopt Best Practices. At the end of the project, DLS is going to want to see some kind of evidence that the Town is committed to moving the project forward. Selectboard and FINCOM should have a formal vote to accept and adopt the plan.

#### Points of Interest to Consider

1. Do we want to draft a By-Law (more specific) to be adopted at Town Meeting or draft a Policy that is approved by the Selectboard and does not have to go before Town Meeting? Either one should include “acquisitions” rather than “purchases”. Buildings and roads should also be considered.
2. Should a Capital Improvement Committee be created to discuss capital improvement requests with department heads, and then present their findings and recommendations to the Town at Town Meeting? Who should serve on this committee if created?
3. Definition of “Capital Improvement”. Example: \$5,000 and above; and anticipated life span of 3 years.
4. A letter should go out to all departments stating that the capital plan process has started. A standardized form for listing, explaining, and justifying all capital requests.

Joe will create a draft of a capital plan and present it to us for review.

### **Year End Transfers**

Bob presented Tracey’s recommendation for the transfer for Selectmen’s Equipment and Supplies. The request is for \$403.91 to be transferred from Utilities account to the Selectmen’s Equipment and Supplies account.

**MOTION:** Lance moved to transfer \$403.91 from the Utilities account to the Selectmen’s Equipment and Supplies account. Bill seconded. Unanimous.

**MOTION:** Carol moved to transfer \$403.91 from the Utilities account to the Selectmen’s Equipment and Supplies account. Ginger seconded. Unanimous.

### **FINCOM ADJOURNMENT**

**MOTION:** Michele moved to adjourn. Carol seconded. Meeting adjourned at 11:05am

### **FY17 Selectboard Appointments**

Bob presented the Board with department heads’ recommendations for FY17 appointments.

**MOTION:** Lance moved to accept the FY17 appointments as presented. Bill seconded. Unanimous.

### **Broadband Legal Counsel Retention**

**MOTION:** Lance moved to retain KP | LAW to review and prepare revisions as necessary to the votes to form an MLP; the vote to raise and appropriate funds for Broadband build-out; the vote for the necessary debt exclusion; and, to review actions taken regarding the formation the Towns’ MLP and appointment of its board and Manager. Jeff seconded. Unanimous.

**Fire Department Personnel Salary Policy**

The Board revisited and reviewed the F.D. Personnel Salary Policy. They asked Bob to add a “signature page” for them and the Fire Chief to sign.

**MOTION:** Jeff moved to adopt the Fire Department Personnel Salary Policy as revised with the addition of the signature page, to be effective as of July 1, 2016. Bill Seconded. Unanimous.

**ADJOURNMENT**

**MOTION:** Jeff moved to adjourn. Lance seconded. Meeting adjourned at 11:25am.

Respectfully Submitted,

Robert Hardesty