

TOWN OF LYNDON  
SELECTBOARD MEETING  
December 12, 2016  
5:30 PM

Selectboard

Dan Daley, Chair  
Kermit Fisher  
Martha "Marty" Feltus

Press

Amy Nixon

Public

Dawn Dwyer, Justin Smith, Steve Gray  
Jefferson Tolman, Will & Victor Veve

Before calling the meeting to order, an agenda item "Work Strong Program" was added.

1. Approval of minutes:  
Motion made by Marty Feltus, seconded by Kermit Fisher, to approve the November 28, 2016 minutes.  
Motion carried 3 to 0.
2. Approval & Signing of Orders drawn on the Treasurer:  
The Board approved and signed the orders drawn on the Treasurer for the week's #48-49.
3. Highway Report:  
At 94% through the year, payroll is 86% spent and the entire budget is 74% expended.
4. Wastewater Operations Contract Proposals:  
At the last Selectboard meeting, they requested more information on the lab testing and snow plowing which was not included in the original proposal. Estimated cost of both was \$8,232. Utility Partners is willing to share this cost with the Town of Lyndon. Proposed cost of the contract proposal is \$254,868. Utility Partners can purchase the chemicals used at a lower cost than the Town. Jefferson proposed the costs could be put into the contract with a set cap with an end of year balancing.  
Motion made by Kermit Fisher, seconded by Marty Feltus, to enter into a three (3) year contract with Utility Partners for an annual fee of \$254,868 with an annual CPI increase, as amended to include half the cost of lab testing and snow plowing. Motion carried 3-0.
5. VWSD, Solar Project:  
Will & Victor Veve asked the Board to reduce the State required one hundred (100) foot setback to fifty (50) feet along Commercial Lane. This would not be violating our local zoning ordinance. This would reduce the amount of prep work such as removing vegetation and grading.  
Motion made by Marty Feltus, seconded by Kermit Fisher, to allow VWSD, LLC to build their solar project with a fifty (50) foot setback along Commercial Lane. Motion carried 3-0.  
They updated the Board that the environmental engineering and NVDA agreement is completed allowing them to achieve certification of completion at the same time as the certificate of public goods.
6. Northeast Kingdom Waste Management District (NEKWMD): Budget & Charter Discussion:  
The NEKWMD proposed several amendments to their charter (see full proposal attached).  
Amendments one and two refer to the District's ability to establish fee structures for the purpose of generating revenues for the District.  
Motion made by Marty Feltus, seconded by Kermit Fisher, to ask the Lyndon representatives to the Northeast Kingdom Waste Management District to vote in favor of proposed amendments one (1) and two (2). The Board would like advance notice of how the proposed fees would be generated. Motion carried 3-0.

Amendments three (3) and four (4) refer to the adoption of the annual budget. They would like to shift the approval from the member municipality's voters to the Board of Supervisors.

Motion made by Marty Feltus, seconded by Kermit Fisher, to ask the Lyndon representatives to the Northeast Kingdom Waste Management District to vote against proposed amendment three. The Board would like Member Town voters the ability to approve the budget by Australian balloting.

A letter with the above motions will be prepared and distributed to Lyndon's representatives to the NEKWMD before the scheduled NEKWMD Board of Supervisors meeting to be held Tuesday, December 13<sup>th</sup> at 7:00 PM. It will be at this scheduled meeting that the proposals will be voted on.

7. Joint Garage PCOs:

Dan Daley updated the Board of the last walk-through of the new Joint Highway Garage done on December 2<sup>nd</sup>. There is not much left to be done. Brad Charron & Joe Rutledge are doing the final Certificate of Occupancy on Thursday, December 15<sup>th</sup>. The generator has been installed, pump in the sewer pump station installed.

Motion made by Marty Feltus, seconded by Kermit Fisher, to approve Proposed Change Order (PCO) #23 which relates to upgrading the approach for the exhaust ventilation system for the relocated wash bay. Motion made by Marty Feltus, seconded by Kermit Fisher, to approve PCO #23 in the amount of \$1,650 to be deducted from the contingency. Motion carried 3-0.

Motion made by Marty Feltus, seconded by Kermit Fisher, to approve PCO #25B & 25C for Labor and materials to install an air compressor and 14 retractable hose reels. Motion carried 3-0.

8. Real Estate:

Motion made by Kermit Fisher, seconded by Marty Feltus, to offer Ronald Comeau the opportunity to purchase 170 Ozzie's Lane for a price of \$2,811.88 in accordance with the Town of Lyndon's Policy for Conveyance of Real Estate obtained through Tax Sale (attached). Motion carried 3-0.

Motion made by Kermit Fisher, seconded by Marty Feltus, to offer Peter Downing the opportunity to purchase the land on Darling Hill for a price of \$14,166.47 in accordance with the Town of Lyndon's Policy for Conveyance of Real Estate obtained through Tax Sale. Motion carried 3-0.

Letters to both parties were signed by the Board and will be delivered to the parties as soon as possible.

9. Wastewater Treatment Facility (WWTF) Update:

The blower that was sent out for repair was returned and it is louder than when it was sent out. Dave Ceppetelli of Tata & Howard is working with T. Buck Construction and the blower manufacturer to resolve the issue. The project will not be closed out until a resolution is found. Utility Partners has also had to add sodium bisulfite drip to the process for the bio-filter to remove chlorine residuals which are killing the organisms which make the odor control system work.

10. Wastewater Treatment Facility (WWTF) Scada Upgrade:

The Board was given prices to update the Scada system for the WWTF. Scada is the program that runs the facility monitoring system. The cost to upgrade the program is \$3,100 which includes the main frame computer and the installation. Also needed is a new laptop to use throughout the plant. The 2016 budget is currently at 34% expended which would allow for the purchase this year. Motion made by Kermit Fisher, seconded by Marty Feltus, to upgrade the Scada system as well as purchase a new laptop to be used in the WWTF. Motion carried 3-0.

11. Broad Street Road Project Update:

Dan & Justin met with Bruce Martin and Shaun Corbitt of VTrans to discuss alternative options for the proposed Broad Street project now slated for 2022. The main purpose of the project is to restrict the number of accesses and to allow for bike and pedestrian paths.

Option #1 is to move forward with original plan with the Town responsible for the design, construction engineering and moving of infrastructure. The cost to move the infrastructure VTrans offered to include the Town's cost in the total project costs and the Town would repay it over a period of 3-5 years. The estimated cost to move the infrastructure is \$1,000,000.

Option # 2 is to go back to the Regional Planning Commission (NVDA) to re-scope the project. Since the costs are coming in high, we could ask for alternatives that are more affordable.

Option # 3 is to request changing Route 5 from a State highway to a Town highway. This would make the Town responsible for all maintenance costs. Cost to move the infrastructure would become the State's responsibility. The Town would be responsible for 10% of the project cost estimated at \$8,000,000 or \$800,000.

The Red Village Road traffic light portion of the project will be completed by August 2017. The railroad crossings at Depot and Raymond Streets still are not completed as the costs came in again too high for the second time.

12. Class 4 Roads/Trails Policy:

The Board is not ready to act on this item.

13. Preliminary General Fund Budget Discussion:

The Board was provided with a copy of the preliminary Town General Fund budget. The next scheduled meeting would be for Monday, December 26<sup>th</sup>. Since the offices are closed for the Christmas Holiday, the meeting was set for Wednesday, December 28<sup>th</sup> at 1 PM. The Board will allow time to work on the budget as well as their regular agenda.

14. Other:

- a. Dan attended the Lyndon Institute /Fenton Chester Ice Arena advisory meeting. LI has found the need to hire more help to run the arena. They are currently doing a long-term analysis to develop a five year strategic maintenance plan. Lyndon Area Sports Assoc. is making a payment on their line of credit then will have a more accurate debt figure that LI will assume as part of their management agreement.
- b. Marty reported that the Lyndon State Forest on the New Boston Road is open for snow shoeing. She asked if the Town highway department would be willing to plow the parking lot. The lot is small allowing parking for 5-7 vehicles.
- c. Dawn Dwyer, Clerk announced that the Municipal Offices would be closed on Friday, December 23<sup>rd</sup> and Monday December 26<sup>th</sup> to allow employees time to spend with their families during the holidays. CNSU's offices will be open Friday, December 23<sup>rd</sup> until noon and closed on Monday. A notice will be placed in The Caledonian-Record as well as posted in the building.

Meeting adjourned at 7:37 PM

Minutes taken by Dawn Dwyer

Approved by the Selectboard: December 28, 2016