

TOWN OF WOODFORD, VT
BOARD OF SELECTMEN'S MEETING

July 17, 2013 Draft

WOODFORD TOWN HALL

MEMBERS PRESENT: Ryan Thurber, Steve Wright, Mike Charette

ALSO PRESENT: Avis Bruce-Hurley, Linda Dovitsky, John Dovitsky, Jim Horrigan(treasurer), Betty Charette, Carol Swanson, Bill Botzow, Ed Shea, Susan Wright, (clerk)

GENERAL PUBLIC

Ryan asked the general public for any questions, concerns or discussion they wished to address to the board. None were noted.

Motion made by Ryan, 2nd by Mike to call the meeting to order. All in favor. Meeting called to order at 8pm.

Ryan stated that a select board clerk has still not been appointed. He requested that all vacant positions in the town be advertised but is not aware of whether it had been done or not. Anyone interested in this position should contact Ryan for more information. The position pays \$10.20/HR.

APPROVAL OF MINUTES

Jim clarified the statement in the minutes concerning how the cemetery bills are paid. The cemetery bills are paid from the general fund from the cemetery line item in the budget, not the cemetery account as stated in the minutes. All were in agreement with that clarification. Jim also corrected the amount stated that \$3900.00 was in an account at Citizens Bank. The correct amount should have been approximately \$2400.00

Motion by Ryan to approve June's minutes with corrections as stated above. Second by Mike, All in favor, Motion Carried.

AUDIT UPDATE

Ryan has been back and forth with communications with Steve Love. Jim stated that Steve had requested information from the Town but was too busy to meet with them because it was tax season. He would notify them when he was ready. He never followed through with this and apologized for not doing so. He has since met with both Ron and Jim and has everything they need to complete the audit.

TOWN PLAN

Avis stated that she had sent a letter to each member of the select board. The intent of the letter was to inform the select board that the Town Plan was not properly warned and approved and therefore is not a legal Town plan. Ryan asked Avis to read the letter to all present. After reading the letter Avis stated that perhaps terminology is being confused and this is perhaps how this situation happened. Ryan thanked Avis for bringing this to the Town's attention. He has already contacted BCRC who will continue to guide the Town in moving forward. All boards are doing the best they can and are moving as fast as possible. The planning Commission is already working on revising the Town Plan so that the bylaws and the Town Plan support each other. BCRC will continue to be very involved in this process as they have been in the past.

TREASURER'S REPORT:

WARRANTS

Jim presented the warrants to the board:

Highway fund- The town received 98,518.73 from Fema. This money was deposited into the highway fund and then transferred to the general fund and then applied to the equity line of credit as agreed to by the town's people.

General fund- \$111,494.71- this figure includes the Fema money

Payroll- \$1221.39

Motion by Ryan to sign all three warrants as presented. Second by Steve, All in favor, Motion Carried.

UNPAID BILLS

Jim presented the list of unpaid bills for a total of \$6406.55.

Ryan stated that with the approval of the Town Charter, all recording fees must be put into the general fund and then paid the town clerk. Jim was asked if this is happening this way now. Jim stated that he has not seen it done this way yet.

Motion by Ryan to approve the unpaid bills as presented for \$6406.55. Second by Mike, All in favor, Motion Carried.

FEMA UPDATE

Ryan stated that the Town has received 80% reimbursement from Fema for the public assistance part. All of that money has been applied to the line of credit. The Town is now complete with that portion of Fema assistance. The Hazard Mitigation Grant 404 for the private portion is still being processed. Ryan stated that he had contacted Ray Doherty to question why this was being held up. Ray stated that they were missing some items but now everything has been received and will move forward. This could still take another couple of months.

POLICIES RELATED TO TOWN CHARTER

Ryan informed the public that the Town Charter is all set and is now a legal charter which means that it needs to be followed. In the near future the town will need to create policies to go along with the town Plan. For instance, the Town plan states that recording fees received by the town clerk have to be deposited into the general fund and then disbursed out. It would be advantageous to meet with the current town clerk to see what would be the best way to accomplish this for whoever is the town clerk both now and in the future. Other policies may have to be written to clarify any gray areas so there is clarification. Any policy written must follow state statutes. There are items now in the Plan that are very clear but are currently not being followed. The Town may have to set up a committee in a couple of months to create needed policies.

BUDGET

Jim presented to the board a balance sheet from the current budget. He stated that so far everything looks in line as to what was set in the budget. Ryan questioned that the format presented is not what the board has seen before. Though the information is well presented, the former format has the past 2 yrs information included and had auto calculation for the tax rate. This format makes communication much clearer for both the select board and the public. Ryan asked Jim if he has gotten access to this format and Jim answered that he had not. Jim

suggested to the board that they meet next week to set the tax rate. Tax bills need to be out in July. John (lister) stated the listers have completed their work and all letters for grievances were sent July 3rd. Property owners have 14 days to appeal. As of yet no meetings with the BCA to hear these appeals have been made. This would need to be done to complete the Grand List. Ryan stated that since significant tax deadlines are fast approaching, the board may have to call an emergency meeting.

OTHER BUSINESS

Ryan informed the public that he had met with BCRC in regards to ACT 148- where each municipality has to have a solid waste plan by 2014. Woodford has previously been included in Bennington's plan but it seems as though the plan will have to be re-written to meet ACT 148. BCRC is trying to create a plan for all of Southern VT.

Motion by Ryan to adjourn the meeting, second by Mike, All in favor, Motion Carried.

The next scheduled meeting for the Town of Woodford Select Board will be Wednesday August 21, 2013 at 7:00pm.

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Submitted by,

Susan Wright