

CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2014

Received  
MAR 27 2014  
Policy, Planning & Intermodal  
Development Division

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2014 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development,  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of NEW HAVEN in ADDISON County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

PART I - CHANGES TOTALS - Please fill in and calculate totals.

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000			0.000	0.000
Class 2	17.670			17.670	0.000
Class 3	31.78		0.55	31.23	0.000
State Highway	14.886			14.886	0.000
<b>Total</b>	<b>64.336</b>			<b>63.786</b>	<b>0.000</b>
* Class 1 Lane	0.000				0.000
* Class 4	0.01				
* Legal Trail	1.12				
* Unidentified Corridor	0.00				

\* Mileage for Class 1 Lane, Class 4, Legal Trail, and Unidentified Corridor classifications are NOT included in total.

PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".  
*Totals by Sell 4/10/2014*
2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).  
*Description by K. Alley 4/22/2014*
3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).  
- 0.55 mi CL3 TH-35 (Cobble Rd), became CL3 TH-133 Middlebury
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. [ ]

PART III - SIGNATURES - PLEASE SIGN.

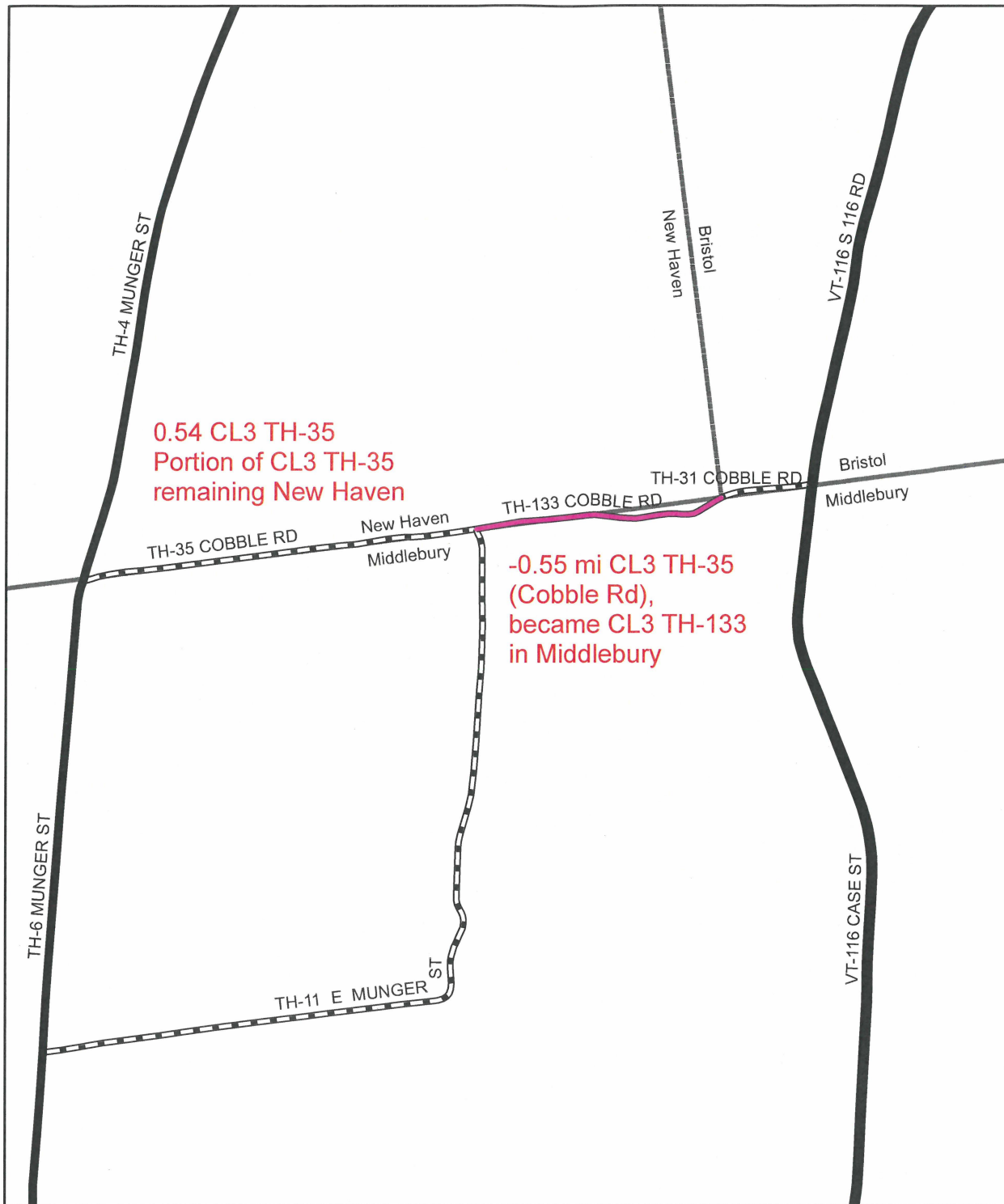
Selectmen/ Aldermen/ Trustees Signatures: Kathleen Bennett  
Roger Bousl  
Charles Roy

T/C/V Clerk Signature: Pamela Brynner Date Filed: 3/25/14

Please sign ORIGINAL and return it for Transportation signature.

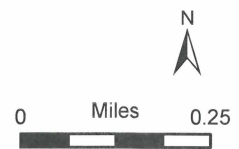
AGENCY OF TRANSPORTATION APPROVAL: [Signature] Signed copy will be returned to T/C/V Clerk.  
 APPROVED: [Signature] DATE: 4/22/2014  
 Representative, Agency of Transportation

Jonathan Croft

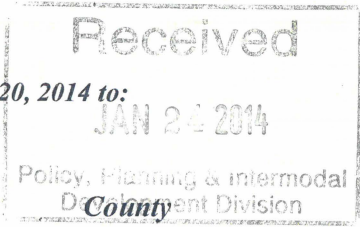


**Mileage Certificate Change 2014  
NEW HAVEN (see also Middlebury)**

Mapping Unit  
 Division of Policy and Planning  
 Vermont Agency of Transportation - August 2014



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YEAR ENDING FEBRUARY 10, 2014



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*This certificate did not reflect the agreement with Middlebury and was replaced 4/10/2014 JLL*

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. [ ]

PART III - SIGNATURES - PLEASE SIGN.

Selectmen/ Aldermen/ Trustees Signatures: Kathleen Banett  
Samela A. May  
Kathleen Toady Roger Boise

T/C/V Clerk Signature: Pamela Burghiner Date Filed: 1/21/14

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

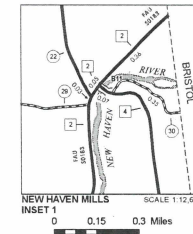
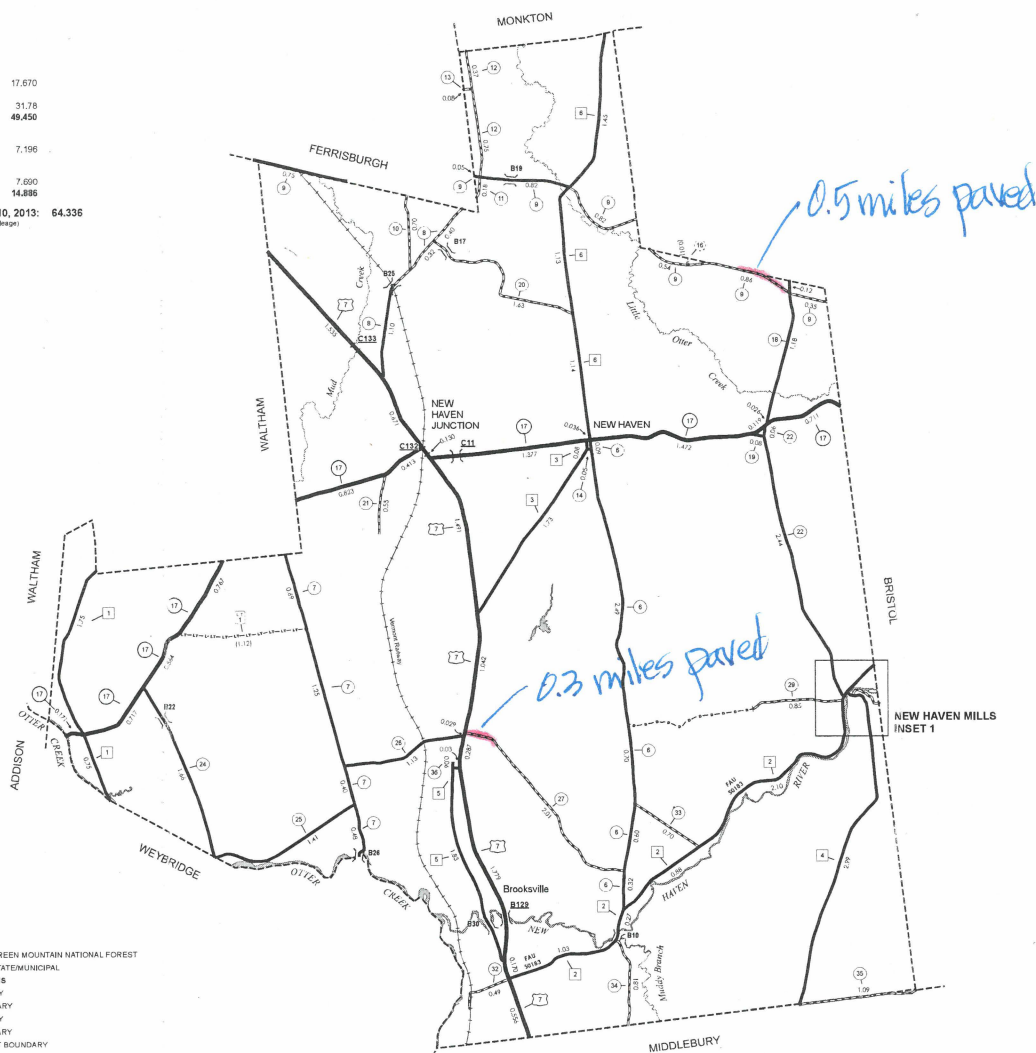
APPROVED: [Signature] DATE: 1/24/2014  
 Representative, Agency of Transportation  
**Jonathan Croft**

TOWN	LENGTH IN MILES
HWY. CLASS	CLASS
No.	3
6	4.20
7	2.82
8	1.82
9	4.19
10	0.70
11	0.18
12	1.12
13	0.08
14	0.05
16	1.30
19	0.08
20	1.63
21	0.55
22	2.50
24	1.56
25	1.41
26	1.13
27	2.01
29	0.85
30	0.35
32	0.49
33	0.70
34	0.81
35	1.09
36	0.06
<b>TOTAL</b>	<b>31.78</b>

MILEAGE SUMMARY	
CLASS 2	2,500
TH-1	4,720
TH-2	1,810
TH-3	3,000
TH-4	1,860
TH-5	3,720
TH-6	17,670
<b>TOTAL CLASS 2</b>	<b>31,770</b>
CLASS 3	31.78
<b>TOTAL CLASS 3</b>	<b>49,450</b>
<b>TOTAL TOWN</b>	<b>49,450</b>
STATE HIGHWAY	7,196
VT-17	7,196
<b>TOTAL STATE HIGHWAY</b>	<b>7,196</b>
US HIGHWAY	7,690
US-7	7,690
<b>TOTAL US HIGHWAY</b>	<b>14,886</b>
<b>TOTAL STATE</b>	<b>14,886</b>
<b>TOTAL, TRAVELED HIGHWAYS, FEB. 10, 2013:</b>	<b>64,336</b>

(Excludes Class 4, Legal Trail, and Undersized Corridor Mileage)

LEGAL TRAIL	LENGTH IN MILES
No.	LEGAL TRAIL
1	(1.12)
<b>TOTAL</b>	<b>1.12</b>



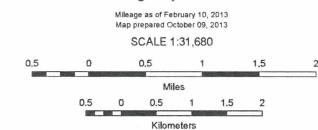
VERMONT  
GENERAL HIGHWAY MAP

Town of New Haven

ADDISON COUNTY

Transportation District #5

Prepared by the  
Vermont Agency of Transportation  
Division of Policy, Planning and Intermodal Development  
in cooperation with  
U.S. Department of Transportation  
Federal Highway Administration



- HIGHWAYS**
- INTERSTATE
- U.S. ROUTE
- STATE ROUTE
- CLASS 1
- CLASS 2
- CLASS 3
- CLASS 4
- LEGAL TRAIL
- INTERSTATE OR DIVIDED HIGHWAY
- STATE - HARD SURFACE OR PAVED
- TOWN - HARD SURFACE OR PAVED
- GRAVEL
- SOIL OR GRADED AND DRAINED EARTH
- UNIMPROVED OR PRIMITIVE
- IMPASSABLE OR UNTRAVELED
- LEGAL TRAIL
- DISCONTINUED
- HIGHWAY CLASS CHANGE
- RAILROAD
- INACTIVE RAILROAD
- NATIONAL FOREST ROAD
- STATE FOREST HIGHWAY
- PARK AND RIDE
- PUBLIC LAND - GREEN MOUNTAIN NATIONAL FOREST
- PUBLIC LAND - STATE/MUNICIPAL
- POLITICAL SUBDIVISIONS**
- STATE BOUNDARY
- COUNTY BOUNDARY
- TOWN BOUNDARY
- VILLAGE BOUNDARY
- URBAN COMPACT BOUNDARY
- WATER BODY
- STREAM OR BROOK
- BRIDGE OR CULVERT
- BRIDGE OR CULVERT GREATER THAN 20'
- BRIDGE OR CULVERT 6' - 20'
- STATE BRIDGE OR CULVERT IDENTIFIER
- TOWN BRIDGE OR CULVERT IDENTIFIER

**DISCLAIMER**  
The untraveled highways (last-out town highways), discontinued highways, and legal trails herein are those of which the Agency of Transportation has record; others may exist.  
Highway and bridge data by the Agency of Transportation. All other data from the Vermont Center for Geographic Information. Only named streams are shown.

Vermont State Plane Coordinate System  
North American Datum of 1983  
SPCS\_Zone\_Identifier: 4400  
Geoidetic Reference System: 83  
4,000-meter grid, Easting - Northing



State of Vermont

*Agency of Transportation*

**Division of Policy, Planning and Intermodal Development - Mapping Unit**

1 National Life Drive

Montpelier, VT 05633-5001

<http://www.aot.state.vt.us>

Telephone: 802-828-3666

Fax: 802-828-2334

Email: [gary.s.smith@state.vt.us](mailto:gary.s.smith@state.vt.us)

February 28, 2014

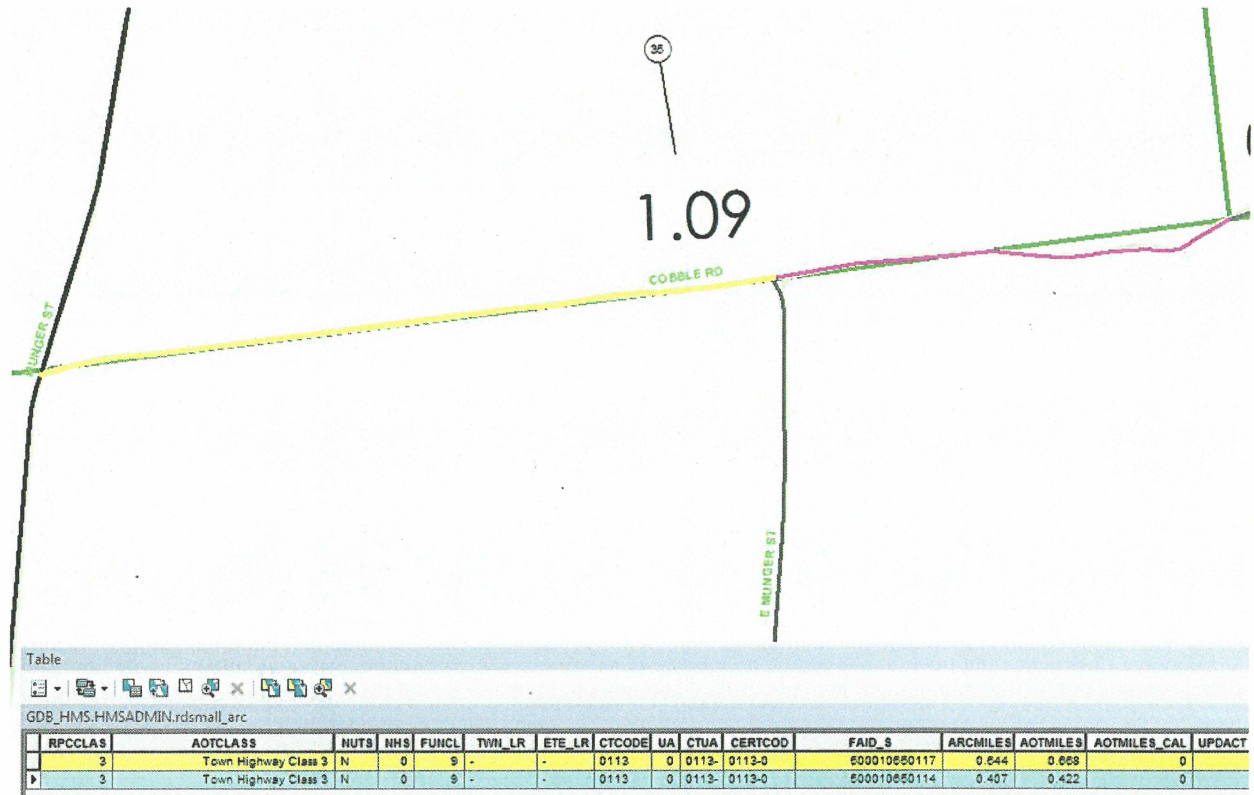
Chair, Selectboard  
Town of New Haven  
78 North St  
New Haven, VT 05472

Dear Selectboard Chair,

This past week we received the 2014 Town Mileage Certificate information for the Town of Middlebury. Their information included reference to an agreement between the Town of Middlebury and the Town of New Haven concerning the maintenance of a 1.09 mile segment of Cobble Road. This road segment is currently assigned to New Haven and is designated as Town Highway 35. If I interpret the Middlebury submitted information correctly, New Haven and Middlebury have agreed to split the maintenance expense for this 1.09 mile segment. For State reporting purposes, the two Towns have agreed that they will split the mileage equally. Since the 2014 Mileage Certificate submitted by New Haven did not reflect this agreement with Middlebury, we will need to re-process your Certificate to show a 0.545 mileage reduction of Class 3 highway maintained by New Haven. Middlebury will show a 0.545 mileage increase. Before we can process the Middlebury Mileage Certificate, we will need for New Haven to confirm its acceptance of this agreement with Middlebury and to make the necessary correction to its 2014 Mileage Certificate. To facilitate making this correction, I am including a new copy of your certificate for 2014. Please obtain the necessary signatures and return it to me as soon as possible, using the included envelope.

The simple map that follows shows the 1.09 mile long portion of Cobble Road that VTrans understands is at the center of this agreement between New Haven and Middlebury. The yellow segment of Cobble Rd corresponds closely to the segment assigned to New Haven. Once it is clear to VTrans that this agreement is in place, we will divide the road into two segments that are each 0.545 miles long. The segment assigned to New Haven will commence at the intersection of Cobble Rd and Munger St and proceed east for 0.545 miles. The remaining 0.545 mile long segment is assigned to Middlebury. It ends at the intersection of the New Haven/Middlebury/Bristol town lines. It should be clear that VTrans is not a party to this agreement between New Haven and Middlebury. VTrans is simply working to help you (New Haven & Middlebury) maintain the transportation infrastructure as efficiently as possible. VTrans goal is to see Cobble Road maintained as a Class 3 town highway.

The yellow portion of Cobble Road closely corresponds to the segment assigned to New Haven. The red segment is assigned to Middlebury. The mileage maintenance assistance value will be equally split between the two towns



If there are questions concerning the VTrans' interpretation of this situation, please contact me right away.

Sincerely,

Gary Smith  
VTrans - Mapping

Encl.

cc. Town of Middlebury ✓

**Town of New Haven Selectboard Meeting**  
**7:00 pm**  
**Tuesday, March 11, 2014**  
**Town Offices**

Present: Chair, Kathy Barrett, Vice Chair Roger Boise, Carole Hall, Charlie Roy, Doug Tolles, Treasurer, Barb Torian and Clerk, Pam Kingman  
Visitors: Karen Gallott

**AGENDA RESULTS:**

Pam Kingman called the meeting to order at 7:02 pm, and asked the Board to elect a chair and vice chair.

Roger Boise made a motion to appoint Kathy Barrett as Chair, seconded by Charlie Roy. 4 yes / 1 abstention (Barrett)

Charlie Roy made a motion to appoint Roger Boise as Vice Chair, seconded by Carole Hall. 4 yes / 1 abstention (Boise)

Roger Boise made a motion to appoint Pam Kingman as Selectboard Clerk, seconded by Charlie Roy. 5 yes / 0 no

**VISITORS BUSINESS:**

1. **Lister Appointment:** Two people, Karen Gallott and Barb Torian have expressed an interest in the 1 year appointment to fulfill Bill Paine's term. Charlie Roy made a motion to go into executive session at 7:04pm for a personnel matter, seconded by Roger Boise. 5yes / 0 no  
Roger Boise made a motion to come out of executive session at 7:25pm, seconded by Carole Hall. 5 yes / 0 no  
Roger Boise made a motion to appoint Karen Gallott as Lister for 1 year term expiring 2015, at the rate of \$14.00 per hour. Motion seconded by Carole Hall. 5 yes / 0 no  
The Board thanked both candidates for their interest in the position.

**TOWN OFFICE BUSINESS:**

1. **Town Hall Applications:** 1) Doug Tolles made a motion to approve the New Haven 4-H Dairy Club use of the Town Hall cafeteria and or gym for its meetings through December 2014.. Fee has been waived and the \$50 deposit has been received. Seconded by Charlie Roy. 5 yes / 0 no \*\* Note\*\* Because of Town Meeting, this application was verbally approved by Kathy Barrett for use on

Saturday, March 8, 2014.\*\*

2) Roger Boise made a motion to approve Alan Whitney holding his annual Game dinner on Saturday, March 29, 2014, from noon – 8:00pm using the kitchen and cafeteria. Fee of \$150 has been received. Motion seconded by Charlie Roy. 5 yes / 0 no. The Selectboard put a restriction on the application to require adult supervision if there are people in the gym.

#### **TREASURER'S REPORT:**

1. Roger Boise made a motion to approve payroll for the week ending 3/8/14, in the amount of \$4,388.70, seconded by Charlie Roy. 5 yes / 0 no
2. Doug Tolles made a motion to approve the pay orders for the week ending 3/11/14, in the amount of \$14,502.36, seconded by Charlie Roy. 5 yes / 0 no
3. Treasurer, Barb Torian said the former Selectboard had allowed pay roll to be approved prior to signatures, being the worst case scenario; everyone would still get paid.
4. Charlie Roy made a motion to approve the Outside Audit management letter from Telling & Associates, and to authorize Kathy Barrett to sign it. Motion seconded by Roger Boise. 5 yes / 0 no
5. Doug Tolles would like to discuss the two deficiencies Telling & Assoc. have sited. Kathy Barrett reviewed what has happened in the past for the two new board members, and discussed what they can do in the future. This will be discussed at length at a future meeting.

#### **ROAD COMMISSIONER'S REPORT:**

1. Charlie Roy made a motion to approve the change to the certificate of Highway mileage for Cobble Road, seconded by Roger Boise. 5 yes / 0 no. Kathy Barrett gave a brief history of Cobble Road and the new agreement with the Town of Middlebury.
2. Roger Boise made a motion to approve the VTRANS Financial Plan, seconded by Charlie Roy. 5 yes / 0 no
3. Roger Boise made a motion to promote Jeff Terry to Road Foreman, and to increase his pay to \$18.75 per hour effective March 15, 2014. Motion seconded by Charlie Roy. 5 yes / 0 no
4. Roger Boise made a motion to purchase a new chipper from Essex Rental for \$28,800; which is less than the amount authorized by voters at Town Meeting it comes with a full 1 year warranty, seconded by Charlie Roy. 5 yes / 0 no
5. Doug Tolles made a motion to appoint Roger Boise as the Road Commissioner, seconded by Charlie Roy. 5 yes / 0 no
6. Doug Tolles made a motion to appoint Roger Boise and Charlie Roy to the Transportation Advisory Committee, seconded by Carole Hall. 5 yes / 0 no



**NEW BUSINESS:**

1. Emergency Management Coordinator Plan needs to be updated and completed by May 1, 2014. Barb Torian handed out the first section for the Selectboard to review and make changes to; this will be discussed at the next meeting. The Selectboard discussed the ICS 100 and 402 class information for Selectboard members to attend.
2. Kathy Barrett made a motion to appoint Barb Torian and Doug Tolles as Emergency Management Co – Coordinators, seconded by Roger Boise. 5 yes / 0 no

**REGULAR BUSINESS:**

1. Charlie Roy made a motion to approve the minutes from February 27, 2014, seconded by Roger Boise. 3 yes / 2 abstentions (Hall / Tolles)

**OTHER BUSINESS:**

1. Kathy Barrett wanted to review some topics to bring new board members, Carole Hall and Doug Tolles up to speed:
  - Dog Ordinance – There are major changes to Dog Ordinances in Vermont. We need to bring ours up to date to be in compliance. Pam Marsh has agreed to work on this.
  - John & Carmen Palmer Right of Way – We have been trying to get him to sign the R.O.W. agreement for more than 5 years. Town Attorney, Cindy Hill has also tried.
  - A job description for our handyman Harold Tricou needs to be written up.
  - Agreement with Beeman Elementary School Re: Custodial work in the Town Hall. Last word it was on the Superintendent's desk.
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- Clarks feed processing on North Street. They appealed the Development Reviews Boards decision. We are currently in litigation with them through our Attorney, Cindy Hill. Charlie Roy made a motion to appoint Roger Boise as the contact person for Cindy Hill on the Clark litigation, seconded by Carole Hall. 4 yes / 1 abstention (Boise)
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Adjourn: 9:47 pm

Respectfully submitted:

Pam Kingman

Approved:

Kathleen Barrett

Chair, Kathy Barrett

Roger Boise

Vice Chair, Roger Boise

Carole Hall

Carole Hall

Charlie Roy

Charlie Roy

Doug Tolles

Doug Tolles

*Town Of New Haven*  
*78 North Street*  
*New Haven, Vermont 05472-2003*  
*802 453-3516*  
*www.newhavenvt.com*

March 25, 2014

Mr. Gary Smith  
State of Vermont  
Division of Planning, Outreach and Community Affairs – Mapping Unit  
1 National Life Drive  
Montpelier, VT 05633-5001

Reference: 2014 Certificate of Highway Mileage  
Town of New Haven

Dear Mr. Smith:

Enclosed is the amended Certificate of Highway Mileage form for the year ending February 2014. As discussed we have requested that 0.55 miles be deducted from our total Class 3 mileage. This deduction acknowledges our agreement with the Town of Middlebury to share the state payment and responsibility for Cobble Road (TH35).

As part of that agreement New Haven and Middlebury will share the maintenance of Cobble Road, with New Haven responsible for winter maintenance, and Middlebury responsible for summer maintenance. In return the mileage credit (1.09 miles) which New Haven has been receiving will be divided in half, with 0.55 going to New Haven and 0.55 going to Middlebury.

Thank you for accommodating our request, especially given the short timeframe for making revisions.

If there's anything further we need to do or other information we need to submit, please let us know.

Sincerely,

  
Katie Reilly  
Highway Staff

cc: Roger Boise, Road Commissioner  
Pam Kingman, Town Clerk

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Respectfully submitted:

Pam Kingman

Approved:

Kathleen Barrett

Chair, Kathy Barrett

Roger Boise

Vice Chair, Roger Boise

Carole Hall

Carole Hall

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Charlie Roy

Doug Tolles

*Town Of New Haven*  
78 North Street  
New Haven, Vermont 05472-2003  
802 453-3516  
[www.newhavenvt.com](http://www.newhavenvt.com)

March 25, 2014

Mr. Gary Smith  
State of Vermont  
Division of Planning, Outreach and Community Affairs – Mapping Unit  
1 National Life Drive  
Montpelier, VT 05633-5001

Reference: 2014 Certificate of Highway Mileage  
Town of New Haven

Dear Mr. Smith:

Enclosed is the amended Certificate of Highway Mileage form for the year ending February 2014. As discussed we have requested that 0.55 miles be deducted from our total Class 3 mileage. This deduction acknowledges our agreement with the Town of Middlebury to share the state payment and responsibility for Cobble Road (TH35).

As part of that agreement New Haven and Middlebury will share the maintenance of Cobble Road, with New Haven responsible for winter maintenance, and Middlebury responsible for summer maintenance. In return the mileage credit (1.09 miles) which New Haven has been receiving will be divided in half, with 0.55 going to New Haven and 0.55 going to Middlebury.

Thank you for accommodating our request, especially given the short timeframe for making revisions.

If there's anything further we need to do or other information we need to submit, please let us know.

Sincerely,



Katie Reilley  
Highway Staff

cc: Roger Boise, Road Commissioner  
Pam Kingman, Town Clerk



**CERTIFICATE OF HIGHWAY MILEAGE  
YEAR ENDING FEBRUARY 10, 2014**

Fill out form, make and file copy with the Town Clerk, and mail ORIGINAL, before February 20, 2014 to:  
Vermont Agency of Transportation, Division of Policy, Planning and Intermodal Development,  
One National Life Drive, Montpelier, VT 05633.

We, the members of the legislative body of NEW HAVEN in ADDISON County  
on an oath state that the mileage of highways, according to Vermont Statutes Annotated, Title 19, Section 305,  
added 1985, is as follows:

**PART I - CHANGES TOTALS - Please fill in and calculate totals.**

Town Highways	Previous Mileage	Added Mileage	Subtracted Mileage	Total	Scenic Highways
Class 1	0.000			0.000	0.000
Class 2	17.670			17.670	0.000
Class 3	31.78		0.55	31.23	0.000
State Highway	14.886			14.886	0.000
<b>Total</b>	<b>64.336</b>				<b>0.000</b>
* Class 1 Lane	0.000				0.000
* Class 4	0.01				
* Legal Trail	1.12				
* Unidentified Corridor	0.00				

\* Mileage for Class 1 Lane, Class 4, Legal Trail, and Unidentified Corridor classifications are NOT included in total.

**PART II - INFORMATION AND DESCRIPTION OF CHANGES SHOWN ABOVE.**

1. NEW HIGHWAYS: Please attach Selectmen's "Certificate of Completion and Opening".
2. DISCONTINUED: Please attach SIGNED copy of proceedings (minutes of meeting).
3. RECLASSIFIED/REMEASURED: Please attach SIGNED copy of proceedings (minutes of meeting).
4. SCENIC HIGHWAYS: Please attach a copy of order designating/discontinuing Scenic Highways.

IF THERE ARE NO CHANGES IN MILEAGE: Check box and sign below. [ ]

**PART III - SIGNATURES - PLEASE SIGN.**

Selectmen/ Aldermen/ Trustees Signatures:

*Kathleen J Barrett*  
*Roger Boisj*  
*Charles Roy*

T/C/V Clerk Signature:

*Pamela Brynner*

Date Filed:

3/25/14

Please sign ORIGINAL and return it for Transportation signature.

AGENCY OF TRANSPORTATION APPROVAL: Signed copy will be returned to T/C/V Clerk.

APPROVED: \_\_\_\_\_

Representative, Agency of Transportation

DATE: \_\_\_\_\_

**Town of New Haven Selectboard Meeting**  
**7:00 pm**  
**Tuesday, March 11, 2014**  
**Town Offices**

Present: Chair, Kathy Barrett, Vice Chair Roger Boise, Carole Hall, Charlie Roy, Doug Tolles, Treasurer, Barb Torian and Clerk, Pam Kingman  
Visitors: Karen Gallott

**AGENDA RESULTS:**

Pam Kingman called the meeting to order at 7:02 pm, and asked the Board to elect a chair and vice chair.

Roger Boise made a motion to appoint Kathy Barrett as Chair, seconded by Charlie Roy. 4 yes / 1 abstention (Barrett)

Charlie Roy made a motion to appoint Roger Boise as Vice Chair, seconded by Carole Hall. 4 yes / 1 abstention (Boise)

Roger Boise made a motion to appoint Pam Kingman as Selectboard Clerk, seconded by Charlie Roy. 5 yes / 0 no

**VISITORS BUSINESS:**

1. **Lister Appointment:** Two people, Karen Gallott and Barb Torian have expressed an interest in the 1 year appointment to fulfill Bill Paine's term. Charlie Roy made a motion to go into executive session at 7:04pm for a personnel matter, seconded by Roger Boise. 5yes / 0 no  
Roger Boise made a motion to come out of executive session at 7:25pm, seconded by Carole Hall. 5 yes / 0 no  
Roger Boise made a motion to appoint Karen Gallott as Lister for 1 year term expiring 2015, at the rate of \$14.00 per hour. Motion seconded by Carole Hall. 5 yes / 0 no  
The Board thanked both candidates for their interest in the position.

**TOWN OFFICE BUSINESS:**

1. **Town Hall Applications:** 1) Doug Tolles made a motion to approve the New Haven 4-H Dairy Club use of the Town Hall cafeteria and or gym for its meetings through December 2014.. Fee has been waived and the \$50 deposit has been received. Seconded by Charlie Roy. 5 yes / 0 no \*\* Note\*\* Because of Town Meeting, this application was verbally approved by Kathy Barrett for use on

Saturday, March 8, 2014.\*\*

2) Roger Boise made a motion to approve Alan Whitney holding his annual Game dinner on Saturday, March 29, 2014, from noon – 8:00pm using the kitchen and cafeteria. Fee of \$150 has been received. Motion seconded by Charlie Roy. 5 yes / 0 no. The Selectboard put a restriction on the application to require adult supervision if there are people in the gym.

#### **TREASURER'S REPORT:**

1. Roger Boise made a motion to approve payroll for the week ending 3/8/14, in the amount of \$4,388.70, seconded by Charlie Roy. 5 yes / 0 no
2. Doug Tolles made a motion to approve the pay orders for the week ending 3/11/14, in the amount of \$14,502.36, seconded by Charlie Roy. 5 yes / 0 no
3. Treasurer, Barb Torian said the former Selectboard had allowed pay roll to be approved prior to signatures, being the worst case scenario; everyone would still get paid.
4. Charlie Roy made a motion to approve the Outside Audit management letter from Telling & Associates, and to authorize Kathy Barrett to sign it. Motion seconded by Roger Boise. 5 yes / 0 no
5. Doug Tolles would like to discuss the two deficiencies Telling & Assoc. have sited. Kathy Barrett reviewed what has happened in the past for the two new board members, and discussed what they can do in the future. This will be discussed at length at a future meeting.

#### **ROAD COMMISSIONER'S REPORT:**

1. Charlie Roy made a motion to approve the change to the certificate of Highway mileage for Cobble Road, seconded by Roger Boise. 5 yes / 0 no. Kathy Barrett gave a brief history of Cobble Road and the new agreement with the Town of Middlebury.
2. Roger Boise made a motion to approve the VTRANS Financial Plan, seconded by Charlie Roy. 5 yes / 0 no
3. Roger Boise made a motion to promote Jeff Terry to Road Foreman, and to increase his pay to \$18.75 per hour effective March 15, 2014. Motion seconded by Charlie Roy. 5 yes / 0 no
4. Roger Boise made a motion to purchase a new chipper from Essex Rental for \$28,800; which is less than the amount authorized by voters at Town Meeting it comes with a full 1 year warranty, seconded by Charlie Roy. 5 yes / 0 no
5. Doug Tolles made a motion to appoint Roger Boise as the Road Commissioner, seconded by Charlie Roy. 5 yes / 0 no
6. Doug Tolles made a motion to appoint Roger Boise and Charlie Roy to the Transportation Advisory Committee, seconded by Carole Hall. 5 yes / 0 no

**NEW BUSINESS:**

1. Emergency Management Coordinator Plan needs to be updated and completed by May 1, 2014. Barb Torian handed out the first section for the Selectboard to review and make changes to; this will be discussed at the next meeting. The Selectboard discussed the ICS 100 and 402 class information for Selectboard members to attend.
2. Kathy Barrett made a motion to appoint Barb Torian and Doug Tolles as Emergency Management Co – Coordinators, seconded by Roger Boise. 5 yes / 0 no

**REGULAR BUSINESS:**

1. Charlie Roy made a motion to approve the minutes from February 27, 2014, seconded by Roger Boise. 3 yes / 2 abstentions (Hall / Tolles)

**OTHER BUSINESS:**

1. Kathy Barrett wanted to review some topics to bring new board members, Carole Hall and Doug Tolles up to speed:
  - Dog Ordinance – There are major changes to Dog Ordinances in Vermont. We need to bring ours up to date to be in compliance. Pam Marsh has agreed to work on this.
  - John & Carmen Palmer Right of Way – We have been trying to get him to sign the R.O.W. agreement for more than 5 years. Town Attorney, Cindy Hill has also tried.
  - A job description for our handyman Harold Tricou needs to be written up.
  - Agreement with Beeman Elementary School Re: Custodial work in the Town Hall. Last word it was on the Superintendent's desk.
  - Contract with Chucks Heating & Air Conditioning – they now want the town to pay for the filters used in 2013. However, the service contract for that year included the filters. The service contract they are proposing specifically says that the Town is responsible for paying for the filters.
  - Ancient Roads – This was passed by the Legislature several years ago. The deadline is in 2015. The Selectboard needs to decide whether they want to throw the roads up or change them over. Bev Landon did a ton of research on these roads.

- Vermont Gas – There was a recent email from Jim Walsh about VT Gas agreeing to everything we asked for. VT Gas has an agreement with a landowner for a 1 acre parcel, which is where they are proposing to put their gate station. The Zoning Administrator, Dave Wetmore has notified them that they actually need 10 acres to put in the substation. Our Town Attorney has also been working on this.
- Clarks feed processing on North Street. They appealed the Development Reviews Boards decision. We are currently in litigation with them through our Attorney, Cindy Hill. Charlie Roy made a motion to appoint Roger Boise as the contact person for Cindy Hill on the Clark litigation, seconded by Carole Hall. 4 yes / 1 abstention (Boise)
- Conservation Commission – Kathy Barrett has asked Dean to submit information on all grants they are applying for. If a grant needs the signature of the Selectboard, then he must give us the information in time to authorize the chair to sign on behalf of the Board. The board recognizes that some grants have a short window of time for applications to be submitted. All grants approved must be coordinated with the Treasurer. Barb Torian has informed Dean Percival that there are limits on government grants the Town can receive before we become subject to separate audits, thus incurring additional costs.

Adjourn: 9:47 pm

Respectfully submitted:

Pam Kingman

Approved:

Kathleen Barrett

Chair, Kathy Barrett

Roger Boise

Vice Chair, Roger Boise

Carole Hall

Carole Hall

Charlie Roy

Charlie Roy

Doug Tolles

Doug Tolles