

**BOARD OF TRUSTEES
TOWN OF GREEN MOUNTAIN FALLS
MINUTES OF REGULAR MEETING – TUESDAY, JUNE 5, 2012**

The Board of Trustees meeting was called to order by Mayor Worthey at 7:06 p.m.

ATTENDANCE: Newberry - present Pitrone - absent Useman - present
LoCascio - present Price - present Stevens - present

ADDITIONS, DELETIONS OR CORRECTIONS TO THE AGENDA - No additions requested.

CONSENT AGENDA

APPROVAL OF BOARD MINUTES FROM MAY 15, 2012

APPROVE BILLS DUE AND PAYABLE FOR \$3,855.70

M/S Stevens/LoCascio to approve the Consent Agenda as submitted. All ye

ACCEPT PLANNING COMMISSION MINUTES OF 5/22/12 INTO THE RECORD

Prior to the acceptance of the Planning minutes, the Board discussed Chairman Kosley's request for clarification from the last PC meeting. The commissioners asked if the Board wanted to include the Marshal's office with the Town Hall site. Marshal's Trustee Useman stated that the Marshal's office should be at a separate location. Useman felt that combining facilities even with separate entrances would expose other employees to the criminal element and potential violent activities that the Marshal's department's is involved with. The Board consensus was for the commissioners to concentrate on the primary focus – a site for a Town Hall Building.

M/S LoCascio/Newberry to accept the minutes into the record as discussed. All ye

REQUEST FOR AN AMENDMENT TO SPECIAL EVENT PERMIT – The Big Mountain Adventure Event scheduled for June 22 and 23rd, 2012 received a special event permit on 12/6/11. The organizers are asking for approval to have slack lines between trees at three locations around the lake for experienced slack liners to perform tricks and entertain the racers, families and residents. Individuals participating in using the slack line would be asked by the organizers to sign a waiver. The people performing balancing tricks on the lines have their own insurance as stated by organizer Chelsea Luttrall. Location #6 was pulled from the submittal considering the nearness to the traffic lane of Ute Pass Avenue. Luttrall was requested to meet with Public Works Director Robert McArthur to receive his feedback on the trees that have been selected for the attaching of the slack lines. Luttrall also requested an extension on the time frame for providing the group's insurance certificate with the Town named as an additional insured. The group is having difficulty getting coverage for the slack line portion of the event. Luttrall stated that if they have to, they will drop the slack line part of the event in order to have insurance in place. The certificate was due on 6/8; an extension was granted until 6/15/12.

M/S Stevens/LoCascio to approve the amendment for adding the slack line use with the condition that location #6 is deleted, the insurance is provided to the Town Clerk by 6/15/12 and that the organizers meet with DPW Director, Robert McArthur regarding slack line placements. All ye

PUBLIC COMMENT – Items Not Listed on Agenda – No comments received.

RESOLUTION 2012-07 A RESOLUTION ESTABLISHING A FEE FOR SPECIAL EVENT PERMITS AND TO MODIFY FEES FOR GAZEBO AND POOL RENTALS On May 2, 2012 the Economic Sustainability Committee completed a rate fee schedule and presented it to the Board of Trustees and the public at the 5/15/12 Board meeting.

The Economic Sustainability Committee recommendations are:

Special Event Fee for use of public open space and use of rights of way:

Green Mountain Falls Property Owner or Resident:

\$400.00 per day or \$100.00 per hour (2 hour minimum) and a \$100.00 deposit

Non-resident:

\$500.00 per day or \$150.00 per hour (2 hour minimum) and a \$100.00 deposit

Traffic control fee:

\$100.00 per hour (2 hour minimum)

Gazebo Rental

Green Mountain Falls Property Owner or Resident:

\$100.00 per hour

Non-resident: \$200.00 per hour

No fee for wedding rehearsals.

Pool Party Rentals

Green Mountain Falls Property Owner or Resident:

\$75.00 per hour plus \$100.00 deposit

Non-resident: \$100.00 per hour and \$100.00 deposit

Groups over 20: an additional \$30.00 per hour

Trustee Price requested clarification for when the current municipal fee of \$50.00 for a peddler's license/one day business license was collected. This fee has not been charged for vendor's participating in a Special Event, e.g. Bronc Day, Thin Air Car Show. The fee has been charged for applicants desiring to sell crafts or food outside of special events. The collection of sales tax from vendors at special events was discussed. Bronc Day committee member Terry Bachus stated that the retailers participating in Bronc Day are notified that a State Sales Tax License is necessary and also of the current sales tax rate of 7.9%. Bachus stated that there are no assurances that the sales tax gets collected. **M/S Price/Useman to approve Resolution 2012-07 as presented. Price, Useman, Worthey, LoCascio, Newberry in favor; Stevens opposed. Motion passes.**

APPROVAL OF DEPARTMENT OF PUBLIC WORKS STANDARD

OPERATING PROCEDURE UPDATES – Director, Robert McArthur presented additions to the standard operating procedures for the daily operations of the Municipal Pool. McArthur stated that these additions are for pool staff's operating procedures.

M/S Newberry/Useman to approve the addition of the SOP's to the Pool Division as presented. Newberry/Useman/Worthey/LoCascio/Price in favor; Stevens opposed. Motion passes.

REPORTS:

Mayor's Report – Mayor Worthey recently met with Ute Pass Elementary Principal Chris Briggs-Hale. UPE students contributed a feature in the Courier View honoring the history of the Town, Town Hall and the Ute Pass communities through stories, photos and paintings. Briggs-Hale will frame these features and present it as a gift to the Town. Worthey will be attending the annual CML conference on June 21st through the 23rd. Price and Worthey will be attending CML's Effective Governance Resources Workshop in Denver on July 27th.

Trustee Liaison Useman, Marshal's Department – The Marshal's Department report was submitted into the record. Marshal Bradley was present. Trustee Useman requested Board approval of recommendations submitted in writing to the Board by Marshal Bradley for traffic sign relocating and replacement and adding yellow flags to specific speed limit signs.

M/S Useman/Price to approve Marshal Bradley's recommendations. All ye

Trustee Useman presented a letter from Marshal Bradley requesting permission to distribute a letter to residents, business owners and visitors stating that the department will be concentrating on the monitoring and enforcing Municipal codes especially as they address residential trash, abandoned vehicles, dogs running at large, failure to obtain a business license and the feeding of wildlife. **M/S Useman/Price to authorize Marshal Bradley to distribute the letter as discussed. All ye**

Trustee Useman reported to the Board that the transmission on the Ford Explorer needs replacement. Marshal Bradley researched the best price and repairs are estimated at \$2,400. Useman is requesting that the Board approve the payment of this unbudgeted expense from the Contingency Fund. The department will repay the Contingency Fund over a two year period as will be outlined in the 2013 department budget. Trustee Stevens stated that this expense should be budgeted against all the departments as it is a town expense. Trustee Newberry disagreed and explained that the Board set up these procedures for departments to utilize the Contingency Fund for emergencies with a repayment plan; these procedures have been effective.

M/S Useman/Price to approve the use of Contingency Funds in the amount of \$2,400 for the Ford Explorer transmission repairs with the repayment schedule as discussed. Useman, Price, Worthey, LoCascio, Newberry in favor; Stevens opposed. Motion passes.

Trustee Useman reported that the Marshal's budget for fuel has been depleted. 2012 budget is \$3,900.00. The department is requesting a \$4,000 amendment to the budget bringing the fuel line item to \$7,900. Marshal Bradley stated that the significant increase in fuel costs and increased patrols have depleted the budget item. Bradley also reported that he calculated over \$700 in fuel that was stolen from the department tank at the yard. All fuel tanks have had additional locks installed. Useman is not requesting the Board to use Contingency Funds for this amendment. He noted that though not a practice he prefers to depend on, he is recommending using donations that the department anticipates will be received in 2012. The department received over \$9,000 in donations in 2011. Useman stated that with these dire economic conditions all avenues need to be pursued. The department plans to increase the fuel line in increments and is not requesting \$4,000 be transferred immediately.

M/S Newberry/Useman to allocate an additional \$4,000 to the Marshal's Department fuel line item. Newberry, Useman, Worthey, LoCascio, Price in favor; Stevens opposed. Motion passes.

Trustee Liaison Pitrone, Advisory Committee for Regional Building Dept - No report.

Public Works, Rob McArthur was present and his report was submitted into the record.

Trustee Liaison Newberry, Administration – Newberry recapped the Admin activities for the past two weeks. Pool staff has been hired and work underway in preparing the pool for the 6/8/12 season opening.

Trustee Liaison Stevens, PPACG, PPRTA – Discussion ensued concerning the Thursday, 6/7/12 Open House at the COS Council chambers scheduled by the PPRTA Board of Directors to present the six member entities' draft capital renewal project lists for public input. No one from the Town is slated to present the projects drafted by the Board in 2011. Robert McArthur will follow-up with PPRTA staff to find out if the presentation can be made by a staff member or if it needs to be an elected official.

Trustee Liaison LoCascio, Parks – The tennis court upgrade preparations will start on Monday, June 11th. Pool opening on Friday, June 8, 2012.

Trustee Liaison Price, Business/Chamber – Reported that a temporary Chamber Board was selected. This Board will be reviewing and revising specific rules and regulations for the Chamber operations.

UNFINISHED BUSINESS – No unfinished business was presented.

NEW BUSINESS – A Town cleanup day is being planned for Saturday, July 14, 2012. A dumpster will be placed in the Joyland Falls Church parking lot for drop off of items. A pot luck is being planned for the end of the day. The Board will draft a flyer with more details. **No other** new business was presented.

MUNICIPAL CORRESPONDENCE – An email dated 5/25/12 was received by Town Hall staff from El Paso Street resident Patrick Jones concerning The Pantry Gardens Restaurant music. **The ESC** meets on June 6th at the Mucky Duck Restaurant at 6:00 p.m. Robert Seevers, Keystone Associates, Inc. submitted a Scope of Services and Time Frame for the architectural and engineering services for the interior remodel of the temporary Town Hall lease space. Emails from CIRSA adjuster, Mike Wagner had been forwarded to each Board member. Wagner reconciled the invoices sent by the Town Clerk for business interruption and content replacement. A check for \$19,300.93 to cover invoices paid for the insurance coverage of Business Interruption was received and deposited. **No other** correspondence was presented that required Board discussion or action.

ADJOURNMENT - There being no further business, Mayor Worthey adjourned the meeting at 9:06 p.m.

Mayor Lorrie Worthey

ATTEST: _____
Chris Frandina, Town Clerk/Treasurer