

**TOWN OF GREEN MOUNTAIN FALLS
REGULAR BOARD OF TRUSTEE MEETING
July 05, 2017 – 7:00 P.M.**

MEETING MINUTES

Board Members Present

Mayor Jane Newberry
Trustee David Pearlman
Trustee Tyler Stevens
Trustee Dave Cook

Board Members Absent

Trustee Michael Butts
Trustee Cameron Thorne
Trustee Chris Quinn

Town Manager/Clerk

Verla Bruner

Town Attorney

Deputy Town Clerk

Renee Price

Public Works

RJ Viers

Marshal's Dept.

Virgil Hodges

1. Call to Order/Roll Call/Pledge of Allegiance

Mayor Newberry called the regular Board of Trustee meeting to order at 7:03 p.m. The Pledge of Allegiance was led by Trustee Cook.

2. Additions, Deletions, or Corrections to the Agenda

The Agenda was approved as submitted.

M/S Newberry/Cook All Aye! Motion carried unanimously!

3. Consent Agenda

Approve Board of Trustee Meeting Minutes for June 20, 2017

Bring into Record Approved PC Minutes- June 13, 2017

Bring into Record Bills Payable Run from June 21 2017 – July 3, 2017 = \$11,579.62

A motion was made to approve the Consent Agenda as submitted

M/S Newberry/Cook All aye! Motion carried unanimously!

4. New Business

a. Revocable Permit – Driveway – Tom Hughes

Mr. Hughes gave an overview of his driveway project. It was noted that the PC had approved the drawings and recommended that the Board of Trustees approve the Revocable Permit. Erosion control, drainage issues and grading concerns were raised by the public. It was noted that two engineers, one of which was hired by the Town of GMF stated that the drawings and procedures for this project were within the boundaries necessary to proceed forward. A question was also raised as to whether a public hearing would be held for residents to state their concerns. It was noted that a public hearing is not required for the

approval or denial of a Revocable Permit Application. A motion was made to approve the revocable permit as submitted. **M/S Cook/Stevens All Aye! Motion carried unanimously**

b. Grading Permit – Driveway – Tom Hughes

With the Revocable Permit being discussed prior, no additional information was added. A motion was made to approve the grading permit but then retracted due to questions from residents who live below the area of the proposed driveway. The Town Manager read the comments to the public from a second, bi-partisan Engineering Firm which stated that the driveway design has been done to minimize the overall area to be disturbed. Mr. Hughes agreed to all of the stipulations placed within the Revocable Permit as well as the Grading Permit Applications. Due to the amount of concern over this project, the mayor agreed to contact the Town Attorney regarding Code 11-39, 11-45 and a question regarding whether a security bond will need to be obtained before proceeding with the driveway. It was also noted again that while a stamp from a licensed engineer could be requested, the Town Code as it is written does not require this to be done. Mr. Hughes has provided his insurance coverage which satisfied the Towns insurance coverage needs. A motion was made to table this item until questions for the Town Atty. could be answered. **M/S Stevens/Pearlman. All Aye! Motion carried unanimously.** This item will be placed on the July 18th Agenda.

c. CML – Overview

Verla and Renee attended the CML Conference from June 20-23. Verla made note that they had attended Financial, Social Media, Cyber Security, Tourism, Historic Preservation and Municipal Court classes. All of which will be helpful in moving forward. She noted that she had started an Official Facebook page for the Town. Information regarding the Town such as road closures, weather issues or fun things that are happening around the town will be posted on a daily basis.

5. OLD BUSINESS

- a. P-Card Update
- b. Comprehensive Plan Scope Update
- c. Personnel Policy
- d. Belvidere Project Update
- e. Donation from Mr. Bratton

All items under old business are still being looked at and worked on at the time of this meeting and will be added to the July 18th Agenda.

6. PUBLIC INPUT – 3 Minutes Per Speaker

Jesse Stroope – 10770 Florence stated that the Mayor's Forum during Green Box had gone well and appreciated her taking the time to share with the Town residents what has been accomplished over the last year and that it was well received.

7. CORRESPONDENCE: PC Draft Minutes – June 27, 2017 -were brought into record.

8. REPORTS

Trustee Pearlman – No Report

Mayor Newberry – Still awaiting for the Fishing is Fun Grant decision. She also noted that the Forum was well attended and received.

Trustee Stevens – No report

Trustee Cook – No report

Renee – The Audit will be presented at the July 18th meeting.

Verla- The bid from Sanders Consulting regarding New Town Website hosting and standardized email addresses was received. She should have a bid by the 12th of July regarding the Audio system for Town Hall. She has written internal policies regarding website and social media use for staff. A meeting has been scheduled with Anne Miller regarding a DOLA grant for the Comp Plan. The Island and Gazebo are both listed as Historic Designations. The staff is booked for Bronc Day. A grading and plowing schedule is being done and will be posted on the new Official Facebook Page for the Town.

R.J. – R.J. noted that he was waiting hear back from Kevin Diekleman regarding the Belvidere Project. The Town is being re-keyed. All locks should be changed out by the end of next week. He stated that public works continues to fix and maintain the roads that were damaged in the rains that took place in June. The pool house and boiler/pump rooms were put back together in house saving contractor plumbing fees. The pool opened on June 10th as planned. He thanked Mayor Newberry for being the CPO on the weekends to give him a break. The lawn mower was down for a few weeks but is up and going again without having to replace the engine.

Virgil – The Marshal stated he had worked 177.5 hours and the reserves had worked 71 hrs. for the month of June. The Tazers have been returned and accounted for to Post. He attended Coffee with a Cop and completed his training except for testing out. He then finished by stating that the Tahoe was in the shop for new brakes.

9. Adjourned

Meeting adjourned at 8:40 p.m.

Mayor Jane Newberry

Renee Price – Deputy Town Clerk