

**MINUTES - SELECTMEN'S MEETING
TOWN OF BARNET, VERMONT
MONDAY, AUGUST 27, 2012**

Meeting convened at 7:00 p.m. in the conference room of the Barnet Town Clerk's Office.

Board members present: Selectmen Theodore Faris, Jeremy Roberts, and Gary Bunnell.

Meeting Chair: Co-Chair Jeremy Roberts presided as Chair for this meeting.

Others present: Highway Department Employee Ernest Bourtelle, Assistant Road Foreman Keith Gadapee, Assistant Road Foreman Thomas Gould, Town Clerk Benjamin Heisholt, and Zoning Administrative Officer Shirley Warden.

1. Approve minutes of regular meeting held August 13, 2012

Mr. Faris made a motion to approve as presented the minutes of the regular meeting held August 13, 2012. Seconded by Mr. Bunnell and approved by voice vote.

2. Appearances by members of the public

There were no appearances by members of the public.

6. Other business

• Appearance by Assistant Road Foremen Keith Gadapee and Thomas Gould regarding Highway Department matters

- **Comerford Dam Road.** Mr. Gadapee reported that Pike Industries has submitted an estimate of \$7,000 to \$7,500 for grinding a 3,700 foot section of Comerford Dam Road. Pike Industries requires a minimum of three weeks' notice prior to commencing the project. Discussion ensued.
 - Mr. Faris made a motion to grind a portion of Comerford Dam Road according to the estimate of Pike Industries. Seconded by Mr. Bunnell and approved by voice vote.
- **Highway Access Ordinance enforcement.** Mr. Gadapee indicated that the Highway Department has noted some unpermitted highway accesses and driveway culverts; he asked what the protocol is for enforcing the ordinance.
 - The Board agreed that if a violation of the Highway Access Ordinance is noted, the Town Clerk should be notified and should draft a letter to the person in violation indicating the penalties to which such violations are subject.
- **West Main Street project.** Mr. Gadapee indicated that this construction project has commenced and is progressing well.
- **Salt shed bidding.** Mr. Gadapee indicated that he plans to have bids for salt shed construction available to be opened at the Board meeting to be held September 10, 2012.

8. Discussion regarding personnel matters (executive session)

- Mr. Faris made a motion to enter executive session. Seconded by Mr. Bunnell and approved by voice vote. Entered executive session at 7:10 p.m. Attendance in executive session: Mr. Faris, Mr. Roberts, Mr. Bunnell, Mr. Gadapee, Mr. Gould, and Mr. Heisholt.
- Mr. Faris made a motion to exit executive session. Seconded by Mr. Bunnell and approved by voice vote. Exited executive session at 7:15 p.m.
- No action taken.

3. Review of draft 2011 Financial Statements and Independent Auditor's Reports from Mudgett, Jennett & Krogh-Wisner, P.C.

The Board reviewed draft reports, including schedule of findings and responses.

- The Board agreed to accept all of the recommendations of the auditors with regard to the ten findings, with the exception of modifications to the recommendations with regard to documentation of Town Auditors' work and accounting program access. Mr. Faris also with the Board's approval signed the management representation letter.

4. Correspondence from Vermont Agency of Transportation regarding grant amendment for trigger of increase of payment

The Board reviewed the agreement. Mr. Heisholt explained that this amendment is for Federal Emergency Management Agency grants for August 2011 flooding. This amendment revises the payment provisions to allow the State share of eligible costs to be either five percent, or a greater percentage if the Secretary of Administration increases it.

5. Discussion regarding bike rack for park and ride

Mr. Heisholt discussed a bike rack recently received unsolicited from the Vermont Agency of Transportation. The Board may either install it at the park and ride, where it must remain for at least five years, or return it to the Agency of Transportation. Discussion ensued.

- The Board agreed to return the bike rack to the Agency of Transportation.

6. Other business

- **Heating systems.** Mr. Roberts reported that Jeff Simpson of Johnson's Plumbing & Heating will be at the Town Clerk's Office and the Library Building on Wednesday, August 29, 2012 to look at the heating systems and make proposals.

7. Outstanding check warrants

The Board reviewed and signed all outstanding check warrants.

8. Discussion regarding personnel matters (executive session)

- Mr. Faris made a motion to enter executive session. Seconded by Mr. Bunnell and approved by voice vote. Entered executive session at 7:50 p.m. Attendance in executive session: Mr. Faris, Mr. Roberts, Mr. Bunnell, and Mr. Heisholt.
- Mr. Faris made a motion to exit executive session. Seconded by Mr. Bunnell and approved by voice vote. Exited executive session at 8:00 p.m.
- Mr. Faris made a motion to accept the resignation of Road Foreman Timothy Gibbs effective Friday, August 24, 2012. Seconded by Mr. Bunnell and approved by voice vote.

9. Adjournment

Mr. Faris made a motion to adjourn. Seconded by Mr. Bunnell and approved by voice vote. Meeting adjourned at 8:03 p.m.

A true copy.

Attest: _____
Town Clerk