

**TOWN OF STRATTON
BOARD OF SELECTMEN**

Meeting Minutes June 23, 2014

Members Present: Al Dupell, Larry Bills, Chris Liller, Greg Marcucci, Kevin Robinson

Others Present: Road Foreman Ralph Staib, Pat Coolidge (clerk pro tem)

Chairman, Al Dupell, called the meeting to order at 7:30PM. Orders were reviewed and signed.

Ongoing Town Projects:

Kidder Brook - Chris Liller reported that the State prohibits any construction in or around brooks before July 15 so it will be sometime after that when Weaver begins work on the Kidder Brook bridge. Weaver is hopeful the project will only take a couple of weeks.

Garage Roof – Chris Simmons, American Buildings Company, conducted a site visit at the Town Garage on June 4, 2014 to investigate the condition of the new garage roof installation. Findings from the site visit report included:

1. Condensation that existed during the winter may have been caused by humidity from snow and ice accumulation on vehicles parked inside the garage. He recommended that all blanket insulation seams be properly sealed to prevent air leaks and achieve a vapor barrier.
2. Roof coating that had been applied at connections along the rake flashing and roof seams are not recommended by the manufacturer and may void the materials warranty.
3. An inspection of the HVAC system is recommended.

Fred Laramie (VMS Construction) will prepare a quote for repairs to roof panels damaged by ice removal.

Paving – Ralph Staib stated that a new culvert will need to be installed just west of Manicknung Ln on the Stratton Arlington Road. This culvert is one of several that were found to be in poor condition upon earlier inspection. The Board advised that the culvert be replaced soon so as not to interfere with the paving schedule.

Road Crew Business:

Chris reported that he and Stewart would be picking up the new town truck on Tuesday and would be taking it to Viking in Williston to have the body/plow installed. The Selectmen reviewed and signed a retail order for the truck to be paid to Patriot Freightliner – Western Star for \$95,048 which includes Registration and Title fees.

Garage Security System:

The Board reviewed the latest quote from Countryside Lock & Alarms for security camera and light installation at the entry gate of the Town Garage. Larry Bills motioned to accept the proposed quote for \$5,275 with the stipulation that the work is to be completed within 30 days of this meeting and that Countryside provides the town with specs for all electrical work that needs to be done. Greg Marcucci seconded the motion. All concurred. Al Dupell will follow up with Countryside.

Propane Quotes:

The Board reviewed quotes for the town's propane needs from The Fuel Club (the town's current provider) and Dover Propane. For the town's usage the Fuel Club can provide propane for .78 over wholesale cost while Dover Propane's over wholesale cost is .70. The Fuel Club's current "in the tank cost" is \$2.06/gal, Dover Propane is \$1.99. Annual dues for The Fuel Club is \$185 vs \$50 for Dover Propane which goes to Deerfield Valley Community Cares (DVCC) a non-profit organization that provides community fuel assistance. Both groups contract with Suburban Propane so switching over would not be an issue. Chris Liller motioned to accept Dover Propane's proposal, Kevin Robinson seconded. All concurred. Clerk will follow up with the necessary paperwork.

Painting Projects:**Recreation Area & Garage:**

Ron Chiodi submitted a quote for prepping and staining the Pole Barn and Skating Rink Building at the Rec Area. Labor estimate is \$2,850 and the materials estimate (depending on the product) is \$650 - \$850. Ron also submitted a quote for prepping and staining the cold storage garage. Labor estimate is \$3,000 and materials (depending on the product) would be about \$850. Discussion followed. The Board agreed that a colored stain would be preferable at the Rec Area to provide for a more uniform look.

Greg Marcucci motioned to accept Mr. Chiodi's quote for labor only to stain the Pole Barn and Skating building. Chris second. All concurred. Kevin Robinson motioned to accept Mr. Chiodi's quote for labor only to stain the cold storage garage, Larry second. All concurred.

The Selectmen instructed the Clerk to notify Mr. Chiodi of their decisions and ask that he put together a materials list/or place an order for the materials needed to do the Rec Area job. The Highway crew will pick up the materials as soon as they can. The Rec Area job needs to be paid for in this budget year so the Treasurer's office needs to be advised as well.

Town Buildings:

Chris will talk to Ron about painting the doors on the Meeting House and School.

Meeting House Roof:

The Board reviewed a new proposal from Brattleboro Roofing & Sheet Metal Services for installing a shingle roof on the meetinghouse. After discussion, it was decided to postpone making a decision until after Jancewicz & Son had submitted a quote. Jancewicz had indicated that they would be using their own lift so would be able to do both the building repairs and the roof replacement.

Employee/Elected Officials Benefits:

The Clerk stated that the Assistant Treasurer (Candie Bernard) had requested clarification on payroll issues:

Vacation Time: Town Clerk, Kent Young, has been an employee since March of 1999 so is now eligible for 4 weeks of vacation time. Candie needs to know when the additional week of vacation time starts – is it on the employee’s anniversary date or the start of the next fiscal year. The Board agreed that additional vacation time should start on the anniversary date and be adjusted to reflect the percentage of the current year worked. Kent started on March 24, 1999 so should be entitled to 1/4 of an average week worked – an additional 7.5 hours for the current year. Starting July 1, Kent will get 4 weeks of vacation time. Vacation time is based on the number of consecutive years of continuous service.

Roll-Over time:

The Board agreed that all Highway sick time accrued may be rolled into the next fiscal year plus a reasonable amount of leftover vacation time provided the employee gets approval from the Selectboard. The Clerk reminded the Board that the office staff has “personal time” which is calculated using a formula based on the Employee Policy guidelines for sick days, holidays, and vacation time. Discussion was postponed until the next meeting at which time Town Clerk, Kent Young, would be back from his vacation and could explain why there was a decision to go with personal time for the office vs sick time, vacation time and holidays for the highway crew.

Family Leave:

Pat Coolidge stated that the Treasurer had questions regarding what the “Family Leave” options are. Title 21 § 472 Statutes state that during any 12 month period, an employee shall be entitled to take unpaid for a period not to exceed 12 weeks.

- a. During the leave, at the employee’s option, the employee may use accrued sick leave or vacation leave or any other accrued paid leave, not to exceed six weeks. Utilization of accrued paid leave shall not extend the leave provided herein.
- b. The employer shall continue employment benefits for the duration of the leave at the level and under the conditions coverage would be provided if the employee continued in employment for the duration of the leave. The employer may require that the employee contribute to the cost of the benefits during the leave at the existing rate of employee contribution.
- c. Employee shall give reasonable written notice of intent to take leave. Notice shall include the date the leave is expected to commence and the estimated duration of the leave.

Town Attorney, Bob Fisher, advised that as long as the Selectboard was aware of an individual’s need for family leave time it could be taken retroactively. The Board agreed that the Treasurer was entitled to family leave time and the Town would continue to pay her insurance benefits for the final six weeks of the leave if necessary.

Liquor Control Board Minutes:

On a motion from Larry Bills, second from Greg, the Board approved the minutes of June 17, 2014.

Selectmen's Minutes:

On a motion from Chris Liller, second from Greg, The Board approved the Selectmen's Minutes from June 9, 2014.

Ralph Staib Leave Time:

Ralph requested that the 55 hours of vacation time that he has remaining in this fiscal year be rolled into next year due to his ongoing health issues. The Board agreed.

There being no further business, Chris motioned to adjourn, Greg second. The meeting adjourned at 9:00PM.

Submitted by,



Patricia Coolidge
Clerk pro tem

Cc: Board Members, Posting Places, Town Web site