

Minutes of the Town of Marble
Regular Meeting of the Board of Trustees
January 7, 2021

A. Call to order & roll call of the Regular Meeting of the Board of Trustees – The meeting was called to order by Mayor Ryan Vinciguerra at 7:03 p.m. Present: Ryan Vinciguerra, Tim Hunter, Larry Good, Emma Bielski and Josh Vogt. Also present: Ron Leach, Town Administrator and Terry Langley, minutes. Attending by phone: Mark Chain.

B. Approve previous minutes – Tim Hunter made a motion to approve the minutes of December 3, 2020. Josh Vogt seconded and the motion was approved unanimously.

C. Mayor’s comments – Ryan wished everyone a Happy New Year and a smooth meeting.

D. OWTS study up-date, Ron & Mark Chain – Ron reported that Tim Whitsitt had called to ask about the status of the review of the Lawrence OWTS repair permit. Ron explained to him that the board is taking a look at the OWTS situation in Marble and so has not yet reviewed that permit.

a. Current OWTS inventory in Town of Marble, Ron – There are approximately 240 parcels in the town of Marble, ranging from single lots to several acres. The town’s OWTS regulations have a minimum lot size. In the old part of town, that minimum lot size is 20,000 square feet. In outlying subdivisions, it is 1 acre. Ron and Mark are working to identify how many of the lots are conforming and how many are nonconforming. After they identify these, they will look at the nonconforming lots to identify which have structures with septic systems and which are bare land. Once categorized, they will look at nonconforming lots with septic systems and identify what will happen when the system fails. So the process is to gather the data, develop options for each category and then develop a policy with a target date to have this by the end of March. Mark is going through county records to see exactly how big the lots are and what the situation is regarding ownership of contiguous lots. Larry Good asked about contiguous lots owned by different family members. Mark explained that regulations allow for consolidation of different properties, even when separated by such things as an alley. Tim Hunter said that he has some ideas for options and he feels a case-by-case basis has been done in the town for too long. He would like to have an answer for the Lawrences by the end of April. He would like to set some meetings/executive sessions to work out policy. Larry Good suggested reviewing what kind of questions are asked when these issues come up and then develop policy that separate different types of parcels. Tim stated that some of the old systems are going to fail soon and that this needs to be a priority. Josh Vogt asked about the resubmittal of the Lawrence application and if there was a legal requirement with regard to a time frame in responding. Ron said that he does not think that there is a time limit. They need to look at the reasons for the existing ordinances, such as density, and if those are still applicable. Larry said that any decisions made need to be enforced. Ryan asked if Ron and Mark needed any direction from the board and at what point higher education, i.e. a specialist’s input, would be needed to set policy.

b. Discussion of Marble Water Company annual assessment, Ron – Ron wanted to include this for discussion because water and sewer are closely connected. Ron explained that the ordinance included in the packet was a 2002 water supply agreement with the MWC. The MWC got a loan for the tank and piping. The assessment goes to service that debt. Every parcel has an equal assessment (paragraph 3, page 6). Ron feels that this is unfair because someone who owns one lot pays the same as someone who has a parcel of several acres.

Additionally, some are assessed but do not have water service, as in East Marble. Ron suggests using square footage of the lot as listed in county records as a basis for assessment amounts. Larry said that the issue with assessing the people in East Marble who can not get water from the MWC is one that many people bring to him. Ron said one option would be to refinance the loan and to then extend the water lines. With that option, he suggests a vote on a bond issue, refinancing the loan and go with a bond property tax rather than an assessment. Discussion of the history of the water system and ownership followed. Ron said another option would be to increase the assessment for those who have water and decreasing it for those in East Marble who cannot get water. Josh supports exploring a change to how to assess the yearly fees. He would like to start a conversation with the MWC about the possibility of transitioning to town ownership. Larry encourages exploring the bond issue idea. Ryan asked Ron to begin the dialogue concerning not only refinancing the loan but also buying the MWC. Emma suggested asking for an updated agreement as well as exploring changes in assessments. Legalities and other options were discussed.

E. Administrator Report, Ron

a. Current bills & balances January 7, 2021 – Ron explained that the bills are on page 14 of the packet. He also explained that the town purchased seven air purifying systems and touchless water faucets in the public restrooms. One additional bill is for \$1927.00 to Dana Strange for installation of the faucets. The cost for these items were reimbursed by the county from COVID relief funds. Emma Bielski made a motion to pay the bills. Tim Hunter seconded and the motion passed unanimously.

b. 2021 budget, personnel discussion, Ryan – The June 2018 contract for the Town Administrator is on page 18 of the packet. The job description is on page 22. This should be approved after each election (every 2 years) as should be the contract with the town attorney.

i. Administrator job evaluation – Ryan is using the 2018 job description as a template for the evaluation. He will circulate this to the board when it is complete so that they can add their feedback. Larry Good pointed out that there has been value added to Ron's job – items that are not included in the description but that Ron has taken care of. Ryan said that the evaluation needs to be completed before a salary is agreed upon but that any increase can be retroactive. He asked what Ron had learned in terms of needs, work load, hours, work week, etc. Ron explained some of the types of jobs he does and the types of things that come up unexpectedly. Tim said that an administrative update was needed due to the growth that has occurred and what the future may bring. Emma said that headway on current issues needs to be made by May. Tim said there needs to be more commitment on the part of trustees to address these. He feels that the town is behind in terms of sophistication and administration is concerned. Emma spoke to the fact that the dependence on volunteers is not sustainable.

ii. Current staff salary discussion – Staff currently includes Town Administrator (Ron Leach), Park Bathroom/Maintenance (Charlie Manus) and Camp Ground Host (TBA). Terry Langley is not paid through payroll due to the low monthly amount involved. Current salary for Park Bathroom/Maintenance is \$700 per month for 6 months and \$350 for the remaining 6 months for tending the restrooms in the Mill Site Park, \$26 per hour for other maintenance and duties. Emma asked that a job description be developed for this position. Town Administrator is currently paid \$38,000 per year. Campground host is paid \$1000 per month for five months. Ryan suggested a salary for Town Administrator of \$50,000 per year due to the additional responsibilities that Ron fulfills. This will be discussed and finalized after Ron's evaluation.

Ron spoke to the intangibles, such as the trust level between himself and the trustees and the reputation in the town.

iii. Additional staff positions for 2021 – Larry asked Ron what town staff needs to look like. Suggestions for staffing included Town Administrator, Campground host, a part-time (one day a week) Administrative Assistant, Park Maintenance, Bathroom/Maintenance and a Bookkeeper. These are all covered by the salary budget approved last month. Discussion of office space followed and included temporary use of Ron’s house or the fire station and eventual upgrades to use the town building (general store). Tim Hunter asked about expanding the proposed park maintenance to including some street work such as speed bump installation. Tim recommended hiring a seasonal staffer for campground host rather than using a local resident.

Josh asked for Ron’s input on raise amounts for existing staff. Ron suggested \$2 per hour for Terry and 4% for Charlie’s hourly wage. Ryan Vinciguerra made a motion to approve \$19.00 per hour for Terry and \$27.05 per hour for Charlie. Emma Bielski seconded and the motion passed unanimously.

F. Land Use Issues

a. Parks Committee report, Amber - Larry said that he talked to Mario about the stage. There is confusion as to whether there is a bill to be paid. It was decided to talk to Amber for clarification.

b. Discussion of Fire District Certificate of Occupancy, Ron – This will be issued next week. Ron would like to ask the Fire Department to tone down the lighting due to our dark sky community designation as well as the effect on the campground. Josh spoke to the town lighting ordinances. Tim said that some of the lighting is dark sky compliant and will check on options for some of the rest of it. He explained that some of the 24/7 burning is for testing purposes.

G. Old Business – Ryan wants to remind everyone to charge the new increased sales tax of 7.9%. Ron will send a letter to the local sales tax payers.

H. New Business

a. RESOLUTION 2021-1 DESIGNATING THE PUBLIC PLACE FOR POSTING NOTICE OF MEETINGS OF THE TOWN OF MARBLE BOARD OF TRUSTEES – Larry Good made a motion to pass Resolution 2021- DESIGNATING THE PUBLIC PLACE FOR POSTING NOTICE OF MEETINGS OF THE TOWN OF MARBLE BOARD OF TRUSTEES. Josh Vogt seconded and the motion passed unanimously.

I. Adjourn – Josh Vogt made a motion to adjourn. Emma Bielski seconded and the motion passed unanimously. The meeting was adjourned at 9:30 p.m.

Respectfully submitted,

Terry Langley