

Town of Royalton
Selectboard Meeting Minutes DRAFT
6/13/2023 6:30 PM
Virtual / In-person Meeting

Royalton Selectboard: Stuart Levasseur, Chris Noble, Tim Murphy, John Dumville, Jerry Barcelow

Town Staff & Committee Members: Victoria Paquin (Town Administrator), Loretta Stalnaker (Police Chief), Rita Hull (Treasurer), Todd Ballentine (Constable), Sandy Conrad (Revolving Loan Fund Committee)

Public: Theron Manning,

Meeting called to order @ 6:30 PM

Approve the Agenda: Jerry moved to approve the agenda. John seconded and the motion carried.

Public Comment: There were no public comments this evening.

Driveway Permit & Sidewalk Request: The board reviewed Theron's highway access permit and request to remove sidewalk and replace with blacktop. Discussion was had regarding the sidewalk condition and other sidewalk needs. The board will meet on site on Friday at 4:00 PM. A special meeting will be warned.

Royalton Constable: Todd presented a veterinary bill to the board and requested that the town make payment on the outstanding bill. Jerry moved to pay the outstanding balance to Country Animal Hospital and ask the animals owner to reimburse the town. Stuart seconded and the motion carried.

Todd discussed the job duties of the constable and requested a stipend for time, equipment and vehicle use. The chair requested that Todd send the details in writing.

Revolving Loan Fund: The revolving loan fund has a balance of around \$286,000 and currently only one loan out. The RLF committee is requesting that the board authorize \$175,000 to be deposited into a 6 month CD at Mascoma bank at a 4% interest rate. John moved to approve the request. Jerry seconded and the motion carried.

Royalton Police Department: The RPD section of the agenda was initially passed over due to the chief being out on a call. Later in the meeting the Chief shared with the board that tickets had been issued to vehicles parked on the green in violation of the ordinance. Chief Stalnaker noted that there were several complaints regarding the tickets.

Royalton Transfer Station: The transfer station fund is in a significant deficit due to the costs of repairing the tipping building. Victoria suggests that \$125,000 in ARPA monies be utilized to pay for the building repair. Discussion was had on the amount of available funds and other needs. Jerry moved to use \$125,000 in ARPA funds to pay for the costs of the tipping building repair. John seconded and the motion carried.

Victoria reports that the costs of disposing of recycling exceed the amount that is brought in in fees which contributes to an operational deficit. Recommend a rate change that accounts for the volume of recycling brought into the facility instead of the current per-trip rate. Jerry moved to approve the proposed rate change to be effective July 1st. The motion received no second. There was discussion on the amount of time people might need to prepare for the rate change. Jerry moved to approve the rate change effective September 1st. Tim seconded, and the motion carried.

Line Marking: Tim received a quote from L&D Safety marking to paint the lines in town at a cost of \$8,680. There was discussion on past practice, and the availability of other quotes for comparison. John moved to approve contracting out the painting of the parking lines and sidewalks. Tim seconded and the motion carried.

Town Administrator:

Jerry moved to appoint John as the authorizing municipal official for grants in the GEARS system. Tim seconded and the motion carried.

Jerry moved to sign the engagement letter for the FY 23 audit. Stuart seconded and the motion carried.

Victoria presented financials for FY23 through the end of May. There are no surprises as we approach the end of the fiscal year.

South Royalton Futures: The South Royalton Futures planning project is complete. The board should consider special meetings to continue working on future planning.

Minutes: Jerry moved to approve the minutes of May 23. Chris seconded and the motion carried.

Warrants: The warrants were reviewed and approved as presented.

Other Business: The Health Hub has requested permission to install electric service and park the dental trailer at the town office for the summer. Jerry moved to approve the request by Health Hub. John seconded and the motion carried.

Tim reports that he will step down as health officer and David Barker will take over the primary role with assistance from PD when needed.

Jerry notes lingering items that need attention – gravel mix for roads, Sidewalk repairs to Chelsea St. while awaiting the larger project, narrow underpass on Safford St could use lines.

Adjourned 8:11 PM
Respectfully Submitted,
Victoria Paquin
Royalton Town Administrator