

JOHNSON VILLAGE TRUSTEE BOARD MEETING MINUTES
JOHNSON MUNICIPAL BUILDING
MONDAY, SEPTEMBER 11, 2017

Present:

Trustees: Gordon Smith, Walter Pomroy, Scott Meyer, Bob Sweetser, Dave Goddette

Others: Meredith Birkett, Rosemary Audibert, Troy Dolan, Tom Elwood, Mark Baker, Angela Barton, Arjay West

Note: All votes taken are unanimous unless otherwise noted.

1. Call to Order

Gordy called the meeting to order at 6:00.

2. Changes, Additions to Proposed Agenda

Meredith added discussion of Route 100C excavation. Walter added discussion of a possible amendment to village bylaws and other things that came out of his meeting with the group that filed a petition for a special village meeting. Gordy added discussion of sending a letter to the Studio Center congratulating them on their tax credit.

3. Review and Approve Minutes of Trustee Meetings

Walter moved to approve the minutes of August 14 and August 28, 2017, Scott seconded and the motion was passed.

4. Treasurer's Report / Review & Approve Bills and Warrants / Action Items

The board reviewed the budget status reports. Rosemary said she is still waiting to see if there is one more engineering bill but currently we have spent \$56K on the sewer extension project and we budgeted \$65K.

We still need to collect 3.13% of taxes. That is slightly better than the last 2 years.

Rosemary handed out information on community improvement revolving loan fund status Sterling Market will start paying principal next July. Only two loans are outstanding. The total balance is \$133K. After we take out the \$56K for the sewer extension project the balance will be \$77K. Two loans have recently been paid off and can be discharged.

Bob moved to authorize Gordy to sign the Discharge of Loan for Chris and Etta Parker and for Mary Sladyk, Scott seconded and the motion was passed.

Copies of the draft financial audit for 2015 were distributed. Rosemary said we don't have the 2016 report yet. She will get bids in October for the next audit. Board members will review the 2015 draft before the next meeting.

Rosemary said she reviewed the signatures on the petition for a special meeting that was recently submitted. There were 51 good signatures, more than the amount needed. The board has 100 days to have a meeting after the date the petition was submitted.

5. Revolving Loan Fund Request

Meredith said the current balance in the revolving loan fund is \$77K (after taking out the \$56K for the sewer extension project.) Sterling Market will begin repaying principal of about \$10K a year in 2018. The village will start repaying its loan next year and will pay

about \$13K a year. The loan period has typically been 5-7 years but Sterling Market's loan is for 15 years and another loan was for 10 years.

Mark Baker and Angela Barton are requesting a loan. For 83 Route 100C they asked for \$40K for energy efficiency improvements, interior and exterior paint, wood repair and landscaping. That work all lines up well with the priority #2 in the loan fund guidelines. They requested \$15K for 75 Route 100C. The proposed demolition of #75 is a little more difficult to tie directly to the guidelines. The demolition could support the bed and breakfast next door by making the area more attractive. It can be seen as an aid to economic development or as a safety improvement if the burned house is seen as a safety hazard.

Mark said they want to return #83 to its old glory. He thinks #75 is a huge liability to the town in terms of safety. Kids can go in there. The basement door can't be locked. There could be arson or other mischief. He thinks that is a good point to consider as well as the overall economic impact. If they make the property look attractive it will increase surrounding property values and attract more customers to the bed and breakfast.

Scott asked if a permit is needed to deal with the lead paint on #83 or if the contractor will take care of it. Mark said the contractor will take care of it. Meredith said we may want to see documentation from the painter showing he is qualified to do lead abatement. Mark said he can get that documentation.

Scott asked about the plans for #75. Mark said he would like to preserve the foundation and possibly put a 2-car garage on the property in the future. Scott asked if the foundation would get filled. Mark said he could deck it over. He hasn't thought that out yet. Demolition depends on funding. He is pretty much tapped out.

Walter said Mark is asking to borrow for demolition but hasn't been very specific about what it will cost. Mark said he got an estimate of about \$12K. Walter said he thinks the board will need more detail. He wants to loan the amount that will be needed, not more or less. He would like a specific plan with a cost for each item in order to feel comfortable acting on this loan request. He would like to see quotes.

Bob asked what Mark was doing before this. Was he running a bed and breakfast? Mark said he has worked in the hospitality industry for 10 years. Angela said she has a catering license. She has mostly been in education. She can cook.

Walter said there is some other information he would like to get for the application that he doesn't want to discuss in open meeting. Meredith said she will contact Mark and Angela after the meeting about information they need to provide.

Dave asked if they have put together a business plan yet. Mark said not yet.

Meredith asked about their priorities for loan funds. Angela said weatherization and work on the exterior for curb appeal will be their immediate priorities. She thinks tearing down #75 would be something they would do in the spring.

Board members mentioned the names of some people who might be able to do the demolition work.

Gordy asked if everything is set for the utilities before demolition. Troy said he would need to take a closer look. Tom said a cut and cap has already been done in preparation for demolition.

Mark said he and Angela are maintaining their water allocation for #75 in case they need it in the future.

Angela asked if it is possible to put a speed limit sign near where 100C leaves Main Street. Walter said it is a state highway. All we can do is pressure the state.

Angela asked about putting up one of the machines that tell how fast drivers are going. Would the sheriff's department be responsible for that? Board members said yes. *(Mark and Angela left at 6:45.)*

6. WWTF Chief Operator Report and Action Items

Tom said the wastewater plant is running well. There were no callouts for the wastewater plant. Tom completed blower maintenance except for the air filter elements. Nate will help change them in September.

The siphon alarm panel main board for the internet based monitoring system went bad. A new board has been sent and has to be installed.

The Highland Heights lift station will be cleaned with the Vactor unit. Some sewer lines will also be cleaned, including those that have had grease problems.

All water samples taken were good. We completed Disinfection Byproducts sampling and the results are available for review. We had a sanitary inspection from the State Water Supply Division and are awaiting their report. There were no callouts for the water plant.

Tom witnessed tapping of the 12-inch main for the new sprinkler line at 30 Main Street and the new 1-inch water service.

The Cabin Cove leak was fixed during this billing cycle. JSC's water usage for the year will be at an all time high. Dave Muir, a long-time maintenance employee at JSC and our current contact is due to retire at the end of September. Tom talked to someone at JSC about doing a smoke test but it will probably have to wait until spring because the person's supervisors haven't been hired yet.

Tom met with VTrans Friday about the 6-inch water line on 100C between the covered bridge and the failing retaining wall. We need to locate that line but it is a plastic line with no locating wire on it. There is a sinkhole in that area and Jim Cota from VTrans believes there is a leak in our line. Tom thinks the whole hillside is sliding. VTrans wants us to locate the water line. They need to know the depth of it. Tom proposes potholing down to find the top

of the line. The whole hill is sliding and the retaining wall put in by the state is sliding. It makes that water line very vulnerable. Tom would like to find out where it is and prove that it is not leaking. Jim Cota believes there is a leak and the customer is becoming convinced of it. The only way to lay it to rest is to dig it up and show that it is not leaking.

Scott asked if the state would reimburse us if we dig it up and it is not leaking. Meredith said she thought of proposing that.

Meredith said VTrans contends it is not in their right of way. Rosemary and Walter said that is a 5 rod road. Meredith said they are trying to tell the property owner it might not be in the state right of way.

Tom said he has thought about things we could do to stop the vulnerability of that line. We have a Dig Safe request in from the state garage to do ditch maintenance along that road. One project idea we came up with a long time ago was to extend the 8-inch line on School Street across the bridge and tie into it. That is something we should look at long term. It would provide a different way of feeding the college.

Tom said he is not sure if it would be okay with the board for him to pothole down to find the line VTrans is concerned about. Meredith said she can make the offer that we will pay for the work if there is a leak and if not they reimburse us.

Tom said the board had asked for a priority list for curb stop replacement. He has 3 that are broken and a 4th that he has to dig up and lower so it won't get damaged by the mower. Those are his priorities.

Scott asked if the work would be done in-house or by a contractor. Tom said he would like to use a contractor with a mini excavator.

Scott asked about cost. Tom said that is next. He thought he would combine this with the potholing to find the line if the board approves it.

Gordy said we should make sure the contractor has a certificate of insurance.

Walter asked if there is an update on the engineering firm giving us a free system analysis. Tom said we got all the manuals back in digital form and we are waiting for their report. Meredith said she and Tom can follow up with them.

Meredith said the board had discussed not turning electric service back on after hours, but we didn't talk about applying that to water. She and Susan wanted to confirm that the decision also applies to water. The board agreed that it does.

Gordy asked about what would happen in an emergency when there is a public safety need to turn water or electric service off or on. Troy said that would be a priority. Meredith said there is nothing to prevent the sheriff's department, etc. from calling to make that request. Gordy said he didn't know if there would be a charge for that. Troy said we don't charge in an

emergency situation. If someone hits an electric pole we go after their insurance. *(Tom left at 7:08.)*

7. Foreman Report and Action Items

Troy said a large majority of electric department time last month was spent completing the line upgrade to serve the Lehouillier solar array. The plan is to energize the line tomorrow.

Multiple line covers were installed over the past few weeks for customers who were doing construction work on their properties to provide protection from electrical contact.

The crew has done some tree trimming and brush cutting as part of annual ROW maintenance.

Walter asked if Troy is proactive about situations he notices while driving by where people are in proximity to electric lines. Troy said yes, if he sees someone in close proximity to a wire he will ask them to get away. The electric department will cover a line at no cost for anyone who wants it done. Dave suggested that maybe we should put a notice in our bills once a year or on Facebook reminding people that we can provide that service.

Troy said there were numerous electric meter installs and read outs related to individuals setting up new services and college students moving back in. Maintenance has begun on snow removal equipment. All sand has been stockpiled for winter. The water pump at the cold spring failed and was replaced. The crew installed and removed the banner for JSC. The trucks have been scheduled for Fluid Film undercoating.

Meredith and Troy met with the state about line relocation at the twin bridges. If Fairpoint can get an easement from the new owner at 1066 Route 100C we won't be forced to move our line underground. Meredith said VTrans was willing to pay the cost of moving the line underground but we will have to pay if we stay overhead.

Walter asked if the imminent sale of Fairpoint is affecting us. Troy said no.

Troy completed an estimate for the new Maplefields store. Our portion of the job will cost them \$23,400. We have received payment from them. Troy completed an estimate for a new 1-pole line extension at 375 Collins Hill. We received a payment of \$5400 for that job. Troy completed a true-up for Green Lantern. The total cost to them for our portion of the work at the Gould Hill solar array totaled \$47,319.34. They still owe \$759. We received a check from Johnson Farm and Garden in the amount of \$25,256.51 for our portion of the work related to the 150 kW solar array. A true-up will be completed after full interconnection.

8. Village Manager's Report and Action Items

The second Monday in October is Columbus Day so the board agreed to meet on Wednesday, October 11 instead.

Tom has had conversations with Vermont Studio Center about the new sprinkler system at 30 Lower Main West. Their system has a required flow of 300 gallons per minute. It is comparable to what they put in at Kowalski House. She thinks there will be no problem meeting that flow requirement. She included permit conditions Tom and Arjay had discussed

with VSC. They agree to pay the village for a Knox-Box to allow access to the panel in case of an emergency. The locations of the outside fire department hose connection and the sprinkler system control panel were coordinated with the fire department. They must include backflow prevention. The wet tap will be coordinated with village staff. They must replace the defective curb stop. And the permit is contingent on permits from the Departments of Public Safety and Fire Safety.

Gordy said in the past the board decided not to charge for capacity for a sprinkler system. Meredith said that has been communicated to them.

Walter moved to approve both the preliminary and final water allocation permits for the Vermont Studio Center property at 30 Lower Main West, Dave seconded and the motion was passed.

Meredith said it was previously discussed that we would reinvest our share of the proceeds of the Highgate Converter sale in Transco equity. In order to do that, we have to sign a subscription agreement and send full payment of \$25,120. **Walter moved to authorize Meredith to sign the subscription agreement and issue payment for the Transco equity, Scott seconded and the motion was passed.**

Now that FEMA has reviewed the Hazard Mitigation Plan the board needs to pass a formal resolution approving the plan. **Walter moved to adopt the resolution approving the Johnson Local Hazard Mitigation Plan, Dave seconded and the motion was passed.**

Meredith got feedback from VPPSA on the regional energy plan. She shared the feedback with the board. VPPSA would like to see qualifying language about promoting use of heat pumps (e.g. “where appropriate” or “as appropriate, in conjunction with the region’s utilities”) because heat pumps aren’t always a good deal for the property owner. Meredith thinks that is a good comment. Melissa Bailey, who reviewed the plan, also commented that she would like the plan to refer to consideration of load growth if heat pumps and EV’s are encouraged. She pointed out that the target for household weatherization is extremely high. That target could be unrealistic. VPPSA would like to see language about maintaining existing renewable resources, specifically hydro. Meredith thought that was an important comment. Meredith will update the village’s comments based on that feedback.

Scott asked if LCPC talked to VPPSA. Meredith said no. Scott thinks they should have. He feels it’s a waste when you don’t include your partners. Meredith said Lea said she would also reach out to Vermont Electric Coop after Meredith told her she had sent the plan to VPPSA.

Meredith requested a quote for signs warning of bikes and pedestrians on the roadway and marking the trail crossing. VTrans suggests a typical white stripe crosswalk for the rail trail crossing.

Scott said he recalls that bicyclists are required to follow the rules of the road. If they use a crosswalk they are acting like pedestrians, not vehicles. If they are going to get off and walk

their bikes that is awesome, but he thinks there may be a liability issue if we encourage people to use a crosswalk while riding their bikes. When he sees bicycles acting like pedestrians he gets nervous.

Walter said when you paint crosswalk lines you create a crosswalk which has legal status. He feels we just want to make the crossing visible, not make it a crosswalk. He had suggested painting it green, which VTrans won't allow. Meredith said green is for a dedicated bike lane. Pedestrians are not allowed to be in a dedicated bike lane.

Bob said if there is a crosswalk, the village dump truck will have to stop there.

Walter said the question is what constitutes a crosswalk. He thinks maybe a color like purple doesn't.

Meredith said there has been discussion about making all rail trail crossings similar so she would be hesitant to do something others are not doing. She will get more information about that effort. She will bring up the board's concerns.

Walter said this is really a town issue because Railroad Street is a town highway.

Scott said the sharrows are so far apart they are hard to see. Dave said people have been asking him what they mean.

Bob said he would like a crosswalk on School Street.

Meredith said she guesses signs will cost several hundred dollars. Is the board supportive of her going ahead and buying them? Dave asked how it would be budgeted. Meredith said perhaps it could come out the money budgeted for beautification.

Walter moved to authorize Meredith to spend up to \$500 for traffic control signs related to the rail trail, Bob seconded and the motion was passed.

Meredith said Brian Story is open to having the town install the signs if the village buys them, but that has to be approved by the selectboard. The sign warning of bicyclists and pedestrians on the roadway is newer and we have to see if it is in the MUTCD. The town's policy is to try to go with the MUTCD.

Arjay West said it is time for a truck committee to start working on rescue truck replacement. He is looking for conceptual approval to kick off that effort. He is also requesting to increase the purchase price. The replacement plan calls for the rescue truck to be replaced in 2019. He would like to put together a truck committee to begin doing research so the fire department can have a presentation for the April village meeting. At that meeting, the fire department would seek approval for borrowing.

The fire department is looking to replace the rescue truck with something equivalent to the one they currently have. But that truck has needed a few unexpected repairs. It is too light

duty for the job. He sees a need to buy a truck with a bigger cabin chassis capacity. The safety and restraint requirements also will mean some extra cost. The cost in the capital plan is \$198K. With the desired upgrades the cost would be about \$215K, a \$17K increase. He feels the old truck could sell for an amount in that range. He would advocate for money from the sale being used to offset the increase, so there would be no budget ramifications.

Walter asked if Arjay feels the capital plan is still generally good or if we need to rethink some other numbers. Will some other vehicles need to be upgraded? Arjay said so far this particular vehicle seems to be the only one that needs an upgrade. Overall he doesn't see any big headaches or bumps in the road.

Scott said he wonders if the cost of maintenance for the upgraded truck has been considered for budgeting. Arjay said that is a good question he didn't give much thought to. He thinks the cost will be manageable but he doesn't know how much more to expect. Gordy said the truck committee will research questions like this. The committee will go through a very thorough process.

Scott asked what will be done with the old truck. Arjay said typically private sales have been the most successful.

Walter moved to authorize the fire department to begin the process of replacing rescue truck R1 with a new price cap of \$215K, Scott seconded and the motion was passed.

(Arjay left at 7:53.)

Meredith said \$500 of the money budgeted for beautification will potentially be spent for signs. Is there anything else the board has in mind for beautification? Meredith has thought of contributing to the Johnson Arts Council for the mural for the rail trail on the side of the Parker and Stearns building. Brian and the Arts Council thought of a mural that would be a stylized map without business names. Maybe there could be a corresponding laminated pamphlet. She suggested putting \$250 towards the mural. **Walter moved to authorize Meredith to spend up to \$250 for a mural sign by the rail trail and the motion was seconded and passed.**

Gordy said Doug Molde asked if someone from the village would be willing to work with the town beautification committee he and Kyle Nuse are on. They have \$4K in town funds to spend for beautification and don't have any real earmark for it. Doug wants to get together a group of people to plan how to spend it. Gordy would be willing to serve on it. The board agreed Gordy should represent the village on the beautification committee.

Walter said he has been scrubbing graffiti in the village. The inside of the Power House Bridge still needs to be scrubbed. He suggested there could be a community day to work on that.

The board has 100 days to schedule a special meeting in response to the Australian ballot petition asking for a vote on electing officers of the village by Australian ballot. Walter said he reached out to Kyle Nuse about the petition. His issue was the inclusion of the Water &

Light Commissioner. That position has really become something handled by an employee, not an elected official. He met with Kyle Nuse, Duncan Hastings, Diane Lehouillier, Mark Woodward, and Jen Burton. Lea Kilvadyova and Jasmine Yuris couldn't make it. He explained his feelings about the Water & Light Commissioner. There could be chaos if the voters elected someone else when we have Meredith doing the work. It could be hard to recruit someone for the Village Manager position if we told them they had to run for election every year. The group agreed with Walter. Duncan said he had thought about the issue but didn't see any easy way not to include the Water & Light Commissioner in the petition.

Walter was thinking about amending the article when it went to the floor. But Duncan suggested instead amending the bylaws and eliminating the position of Water & Light Commissioner. There could be two items up for vote at the meeting – eliminating the Water & Light Commissioner and the item described in the petition. All those who met with Walter agreed that would be a good idea. Walter feels there is zero reason to have a Water & Light Commissioner in our bylaws now because we have gotten to the point where we will have a Village Manager who is also a Water & Light Commissioner. He feels it should be totally at the discretion of the trustees to choose a Water & Light Commissioner. Now someone could elect one at a meeting. He feels the power should rest with the trustees.

Scott said it is up to the selectboard to appoint the tree warden, fence viewer, etc. How did the language about electing officers get into the bylaws for the village? Walter said, who knows? But he sees no reason why it should be there now.

Meredith said she would need to do more research about removing that position. She would want to consult an attorney. Walter agreed that should be done. Meredith said an alternative could be to change the bylaws to say the Water & Light Commissioner is appointed by the trustees. Then someone would have to amend the article that is in the petition. Walter said he feels we can get rid of the job because we have a Village Manager who does everything the Water & Light Commissioner does.

Dave asked, why are we having this conversation? He is somewhat disappointed that no one from the group behind the petition came to have a conversation with the trustees. We have been doing it this way since 1894. Why does it all of a sudden need to change? Having elections by Australian ballot forces those who want to run for an elected position to announce it ahead of time. It allows those who want to run to have conversations. That is great. He is not saying it's a bad idea.

Walter said the general response about the reason for the petition was to increase voter participation. Gordy said it will decrease attendance at the annual meeting. Walter said he brought that up. He wants people to come to the annual meeting. He thought it was good that the candidates spoke at last year's annual meeting.

Dave said we could have a debate for candidates. Walter said the group suggested a candidate night. They want to encourage more participation in the voting process. All agreed that having the Water & Light Commissioner in the article was probably a bad thing but they didn't know how to write it another way.

Gordy asked about the process for changing bylaws. Meredith said she will have to research it. Walter said Duncan did a lot of research. His research indicated we just have to make sure the change is properly warned and acted on at a village meeting.

Walter said Duncan wasn't sure but he thought the Water & Light Commissioner might now have to be a village resident based on recent statute changes, so the board may not even be able to make Meredith Water & Light Commissioner. In the past a trustee has been made Water & Light Commissioner.

Walter moved and Dave seconded that the upcoming special meeting include an article on amending the bylaws of the Village of Johnson to eliminate the Water & Light Commissioner position if eliminating the position is determined to be legally allowed and in the village's best interest. Meredith said she and Rosemary have discussed other changes to the bylaws that would be good. **The motion was passed.**

Walter said Duncan said he had already done a lot of research on changing the bylaws and Meredith can reach out to him.

Walter said a couple of other topics came up when he met with the group behind the petition. A few people commented that they would like to see us move our meetings upstairs. They feel the seating downstairs in the office is intimidating and off-putting. They also wanted us to consider having our meetings recorded and put on GMATV as the selectboard does. Scott asked how much that costs. Walter said nothing.

Dave said he just wonders why the petition was submitted. He has no problem with Australian ballot for officers. He thinks it provides a great opportunity for people to voice their opinions in a debate. He just asks why. Walter said they said they want to increase voter participation and turnout.

Gordy said he supports the Australian ballot. He thinks village voters deserve to know who is running for office. Scott agreed.

Board members discussed moving meetings upstairs and concluded they were not willing to agree to that yet. Scott said he doesn't see a huge difference between meeting there and meeting downstairs. People would have to run up and down the stairs if they needed to look up information. Meeting upstairs would mean more lights burning, more energy use. Bob said it is hard to hear upstairs with the air conditioning running.

Board members said they didn't care whether Meredith looked into recording meetings. Meredith said she will do that.

Gordy said the board can go upstairs for any meeting where a lot of people will be coming in. Scott said he feels the board should move upstairs based on need.

Rosemary suggested that the special meeting should be held at the school, so we should check dates with the school. Dave said he wants to make sure the special meeting is promoted so people know about it and what it is all about. It was agreed to schedule the special meeting for Monday, December 4 if the school is available on that date. Gordy said he would like to have all our homework done before the special meeting so we have everything all ready to move ahead. Meredith said she will try to do that before the October meeting.

Meredith said the Phase I assessment of the powerhouse building has been completed. The consultants have recommended moving forward with a Phase II assessment. The next step is for Meredith to request funding from LCPC for a Phase II analysis. In that analysis the consultants can do testing and recommend potential remediation. We will have to think about what direction we will give the consultant about possible future uses. Scott asked, should we take any future use right off the table because the building is in the river corridor and there will be limits on what we can do? Meredith said we can ask about that.

Walter said he thinks the building is getting worse. He thinks the wall is bowing out even farther than it was a couple of weeks ago. Scott said he worries that if we drag this out with community meetings about what do with it it could fall into the river and we will have the extra cost of dragging it out. He doesn't feel we should drag out the process with discussion about future uses.

Meredith asked if we might want to ask the voters at the special meeting whether to stabilize the building or pull it down. Scott said he doesn't think it is worth putting that on the ballot when the state will mandate the activity. Walter said there is too much information we need before we could put that question on the ballot – for instance, if we decide to keep it, who will pay for it and how much will it cost? He doesn't think the electric department should pay for it so we would be talking about using the village general fund which would mean doubling or tripling the tax rate. If people want to save the building they should raise money for it. Gordy said he would rather see a public informational meeting on a different date when we have more information, maybe at a regular trustee board meeting after we have more information from the Phase II assessment.

Meredith said she and Susan Alexander had talked about a possible site visit to the compost facility. We could do that before the October meeting. The board agreed that Meredith should set up a site visit.

Meredith said she had not printed out the June power bill summary. She will email it to the board. Loads continue to be lower than expected and costs a little higher than expected.

Walter asked about the VPPSA update in Meredith's written report, which indicates that a VELCO study found that after GMP's B-20 line is upgraded the B-22 line becomes the constraint. It is anticipated that those owning or connected to the B-22 line (which includes Johnson) will have to become involved in the discussion. Walter asked if this is going to be scary news. Would they fight us on the Cole solar installation?

Meredith said she doesn't know that upgrading the B-22 would be recommended, but it could be scary with us being responsible for 15% of costs. Her understanding is this is not a reliability issue. It's a financial problem and can't be spread out to all ratepayers in the state or in New England.

Gordy asked if the people putting in the Cole solar array know about this. Meredith said they are aware of the SHEI constraint but she doesn't know if they are aware of this particular issue.

Walter said Vermont Electric Coop said they would fight any project and they could fight the Cole solar project, saying the system can't handle it.

Gordy asked if the board wants Meredith to send a congratulatory letter to VSC about their tax credit. Walter suggested waiting until they are done with their current renovation project and also thanking them for making the building look nice. Meredith said she congratulated them in an email but not in a formal letter. Gordy said he doesn't care when congratulations are sent as long as it is done sometime. Meredith said she will find out if they have a ribbon cutting planned for the renovated building.

Dave moved to go into executive session with Meredith to discuss contract matters and personnel matters, Walter seconded, the motion was passed and the board entered executive session at 8:48. Walter moved to exit executive session at 9:25, Dave seconded and the motion was passed.

9. *Adjourn*

Walter moved and Dave seconded to adjourn at 9:26 and the motion was passed.

Minutes submitted by Donna Griffiths