

This meeting was called to order at 7:31PM at the Town Office in Dummerston Center, Vermont.

Members Present: Chairman Paul Normandeau; Vice Chairman Shorty Forrett; Clerk Lester Dunklee; Jack Manix, and Cindy Jerome.

Also Present: Planning Commission Member Elizabeth Catlin, Road Foreman Wayne Emery, and Linda McCulloch

A motion was made and passed to approve the minutes of the November 23, 2004 and December 1, 2004 meetings and to pay Warrants 12 and 12P.

Visitor Elizabeth Catlin was recognized and explained that the Planning Commission is asking for \$1000 from the next budget to be used in conjunction with a \$3500 award from the state to purchase a GIS parcel map. Having this map would also benefit the listers and Conservation Committee. This request will be included in the Planning Commission's budget request, but she wanted to inform the Board beforehand.

Road Foreman Wayne Emery presented his report. Paul Gould from the State Highway Dept. suggested that the town hire an engineer as soon as possible for the washout on Canoe Brook Rd. There are funds from FEMA to cover the engineering and arranging it now would enable the job to go out to bid in the spring. On advice from the Board, Wayne will ask the state who they might recommend for engineers.

The road crew has been cleaning ditches and culverts, and the big pines that fell by Houphis'. Camp Arden Rd. and Park Laughton Rd. were spot scraped.

Wayne has discussed the wear strips on the covered bridge with Mike Renaud. They considered using a stump grinder to create a track in which to lay planks, but the stump grinder would not be able to grind uniformly. The Board suggested he check with contractor Jan Lewandoski for suggestions.

Eesha Williams inquired about the Town installing a culvert where his driveway meets Middle Rd. He was advised that the Town's policy is that the homeowner install new culverts and the Town maintains them and replaces them as necessary. Wayne will advise him of the correct size so it will be effective.

A \$1000 donation request was received from the Connecticut River Transit. Linda will write and advise them of the Board's policy requesting they submit a petition signed by 5% of the legal voters in order to be considered for an article at town meeting.

The Board received a copy of a draft of the Town of Dummerston Emergency Response Plan revised October 2004. Cindy will compare to our last letter to Albie Lewis with the Board's suggestions and comments.

Paul went to the 12/6 WRC meeting, the VCLT meeting is tonight in Berlin, Lester will go to the WSWMD meeting on 12/9 and the Board is aware of the 12/13 meeting in Putney on WRC Chapter 117 changes.

A motion was made and passed to appoint Linda McCulloch as Administrative Assistant which includes the Highway Clerk.

A motion was made and passed to appoint Cindy Jerome as Sexual Harassment Officer.

The Board requested that Linda research the difference between the Drug Free Workplace contact person position and The CDL Drug and Alcohol contact person before an appointment is made.

A motion was made and passed that the Board sign the HS131 Certificate to Amend the Grand List and the three copies of the Community Center Grant Requisition (Paul Normandeau).

The Board received a copy of a letter from William Jewell & Co. to April Hensel, District 2 Coordinator, dated November 23, 2004 regarding the Meadow Institute. Paul reported that the Meadow Institute issue is on hold; the court has granted a continuance due to the illness of Phyllis Meadow.

Fisher & Fisher notified the Board by letter dated 12/6/04 that the town will receive their hourly municipal rate of \$115 in 2005.

Cindy brought a budget request from the Fire Dept. for consideration.

There being no further business to come before the Board, the Board continued the meeting with a discussion of the budget.

The meeting was adjourned at 10PM.

Approved _____

Paul E. Normandeau, Chairman

Lester L. Dunklee, Clerk

Minutes: Linda McCulloch, Administrative Assistant