

## Minutes of the East Montpelier Selectboard

January 7, 2013

SB Members Present: Seth Gardner (Chair), Steve Sparrow, Carl Etnier, Casey Northrup, Kim Swasey

Others Present: Bruce Johnson (Town/Zoning Administrator), Kristi Flynn (Recording Secretary), Don Welch, Chris Abrams, Janna Clar, Marty Miller, Sandy Rouse, Charlie Catlin, Richard Bidnick, Jane Burroughs, Fred Ducharme, Dick Payne, Bob Smith, Alice Smith

**Call to Order:** 6:30pm

**Additions to the Agenda:** None

**Public Comment:** None

### **Road Foreman Report**

- FEMA – all 2011 storm event projects are complete; VTrans has signed off on the project completion report; the final FEMA payment for the damage repairs should arrive within a week
- Paving –
  - Discussion on adding bike/pedestrian lanes; this subject will be revisited at a later date
  - County Road – overlay versus re-claiming; more life from re-claiming
  - County, Vincent Flats and Gallison Hill Roads – will be repaved in 2013; Gallison Hill will be done in FY13; County & Vincent Flats in FY14.
  - Repaving all remaining roads (3 miles of County, Vincent Flats, Quaker, and Gallison Hill) with a shim & overlay should be done by 2014 without borrowing money
- Salt – crew uses 8-10 tons of salt each time out
- Truck replacement –
  - Lo-Pro – replacement would cost \$80,000 for a lighter duty truck, at least \$100,000 for heavier duty; Road Foreman would like some direction, but would like to have a 4WD vehicle in the fleet
- Narrow band - all new radios are in place except for the Town Office
- Road Crew Job Description – details minimum standards, the Road Foreman likes the annual evaluation process

**Motion: I move to adopt the Highway Maintenance job description with the change made to the Medical Certification requirement.** Made: Northrup, second: Sparrow

**Vote on Motion:** Passed – 5-0

### **Funding Request 2013 Town Meeting Article**

**Twin Valley Senior Center** – Fred Ducharme and Dick Payne

The center has a \$100,000 budget, has doubled the Meals on Wheels deliveries and buys local food as much as possible. The center is open Monday, Wednesday and Friday each week; they have recently doubled their space but do need more. They will fund raise if necessary.

**Central Vermont Home Health & Hospice** – Chris Abrams and Sandy Rouse

The reason for the increased request to \$4200 is that the group serves 23 towns and wants to move incrementally toward charging \$2 per capita based on population. The group has seen an increase in East Montpelier patients and visits. They serve many uninsured people in emergency situations and primary funding is from Medicare and Medicaid.

**Montpelier Senior Activity Center** – Janna Clar

The center moved into their renovated facility last summer. They subsidize swimming and healthy living activities, host free educational activities, such as tax preparation, public benefits and health clinics. The center serves citizens who are over 50 and 50 members are from East Montpelier. There are 2 full-time staff and more than 100 volunteers that serve over 700 members. The reason for the increased request is that costs are increasing and the center is getting pressure from the City of Montpelier to more accurately reflect participation from outside towns. 2% of the funding comes from 25% of the membership. The increase is calculated as \$50 per person for 50 people from EM. If there is no increase in funding from the town, the dues and fees would need to increase for the individuals. The SB could make this request a separate article or the center could get a petition signed to get on the ballot.

**Motion: I move to provide a separate article for the Montpelier Senior Activity Center for \$2800 and remove \$800 from the funding request article.** Made: Northrup, second: Sparrow

**Vote on Motion:** Passed 5-0

### **Kellogg Hubbard Library 2013 Town Meeting Article**

The library has come up with a fair and logical funding approach and would like to charge each town \$25 per registered library user. Non-contributing towns pay \$40 per card; 13% of users are paid users.

**Motion: I move to provide a separate article for Kellogg Hubbard Library for \$36,775 as stated.** Made: Swasey, second: Northrup

**Vote on Motion:** Passed 5-0

### **Presentation of FY2012 Audit**

Jane Burroughs reviewed the audit with the SB. The General Fund is the operating fund with a \$264,438 balance at 6/30/12. The Capital Reserve Fund had a balance of \$199,375. The Other Funds need to be reviewed to see if some can be consolidated. For the Management Letter, the only issue outstanding is that some cash accounts may be able to be eliminated; the SB needs to review these accounts. On Schedule G, it is most useful to compare the budget to actual columns.

### **Review of Draft FY2014 Budget**

The changes – town report line is +\$200 and Four Corners Schoolhouse is +\$500. The SB decided to leave the paving line at \$280,000.

### **Development of 2013 Town Meeting Warning**

- GMTA US Route 2 Commuter Bus Service Article

**Motion: I move to include the GMTA article on the Town Meeting Warning.** Made: Etnier, second: Sparrow

**Vote on Motion:** Passed 5-0

- Cemetery Commission Article

**Motion: I move to include the Cemetery Commission article on the Town Meeting Warning as requested at \$8500.**

Made: Northrup, second: Etnier

**Vote on Motion:** Passed 5-0

- Four Corners Schoolhouse Association Article

**Motion: I move to include the Four Corners Schoolhouse article on the Town Meeting Warning for \$4400 as requested.** Made: Etnier, second: Sparrow

**Vote on Motion:** Passed 5-0

- Farm Contracts

Shall the Town follow the Farm Contract Study Committee's recommendation to stop offering local farmers contracts.

**Motion: I move to put the Farm Contract article on the Town Meeting Warning as noted above.** Made: Sparrow, second: Etnier

**Vote on Motion:** Passed 5-0

- Twin Valley Senior Center

The funding recommendation was \$750 and the SB decided to keep it at this level.

- Central Vermont Home Health & Hospice

The SB agrees to raise the funding amount to \$4200

**Motion: I move to include the Funding Request article on the Town Meeting Warning with a bottom line of \$18,061.**

Made: Etnier, second: Northrup

**Vote on Motion:** Passed 5-0

### **CVRPC GIS Project Agreements**

1<sup>st</sup> Agreement – update of 14 Town maps for the Town Plan, total cost of \$1260 plus \$90 for the Geologic Survey map

**Motion: I move to authorize the Town Administrator to sign CVRPC quote #12-19D for GIS Services for maps for the Town Plan.** Made: Northrup, second: Etnier

**Vote on Motion:** Passed 5-0

2<sup>nd</sup> Agreement – town data web viewer to see where your parcel is located, i.e. in a flood zone, total cost of \$540

**Motion: I move to authorize the Town Administrator to sign CVRPC quote #12-19D-2 for a town data web viewer.**

Made: Northrup, second: Etnier

**Vote on Motion:** Passed 5-0

### **Appointments**

**Motion: I move to appoint Ty Rolland as Fire Warden for a term ending 6/30/13.** Made: Etnier, second: Northrup

**Vote on Motion:** Passed 5-0

### **Warrants**

Signed

### **Review of Minutes**

December 17, 2012

**Motion: To approve minutes as amended.** Made: Northrup, second: Sparrow

**Vote on Motion:** Passed 4-0; Swasey abstained

**Other Business**

**Town Administrator Report**

- Meeting Schedule for January – 1/14 & 1/28 to finalize budget, warning and SB reports
- EMES permit process - SB decided not to waive the permit fees
- Rug – rug can be taken up but will take some work; will be cleaned January 11<sup>th</sup>; look at taking up the rug and re-finishing the wood floors next summer; possibly look at organic products
- EMFD meeting – 1/17 at 7pm at the ESF
- Potential meeting with Rich Tetreault –Frank Pratt suggested a meeting with VTrans re: the LaPerle property for 4-way intersection.

**ZA Report**

- Swenson/Northstar Fireworks permit was approved by the DRB; possible appeal by neighbor
- Mr. Pollock has appealed the Sanfacon decision
- Next DRB meeting, 2/5, will include the East Montpelier Senior Living Initiative project on the Cassani lots and the Blackwell subdivision on Center Road
- EMES facility overhaul – Truex-Collins is aiming for a 2/19 DRB hearing with 3/19 as a back-up date; targeted start of construction is mid-June
- Liff is willing to get rid of most of the vehicles but would like to keep some for “hobby” use; the ZA will send a letter with a timeline for clean-up

**Motion: To adjourn.** Made: Northrup, second: Etnier. Passed unanimously. Meeting adjourned at 9:55 pm.

*Respectfully submitted by Kristi Flynn, Recording Secretary*

**Approved:            January 14, 2013 East Montpelier Selectboard meeting**