

Minutes of the East Montpelier Selectboard

APPROVED 2/3/14

January 20, 2014

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

Others Present: Bruce Johnson (Town Administrator), Kristi Flynn (Recording Secretary), Deb Fillion

Call to Order: 6:31pm

Additions to the Agenda: EMFD, Snelling Institute sign-off; auditor letter

Public Comment: Deb Fillion noted that there may be an issue with adding the town reports to the town website because of the pictures of people who have not given their permission to be on the internet. Many people's salaries are also in the report. Options: 1) put modified town report on the website, or 2) have separate pages for each entity in town.

Consideration of FY2014 Financial Audit Bid Advertisement

The TA will send the auditor bid letter to 6-9 firms. The SB suggested adding the deadline of 11/1/14 for audit completion. SB is comfortable with the minor revisions.

Consideration of Amended East Montpelier Fire Department Request to Use the EMFD Capital Reserve Fund to Purchase a Replacement Ambulance

Unforeseen expenses were over the agreed to amount of \$55,000 by \$3,349. The EMFD did not follow the proper procedure and should have put the proceeds from the sale of the old ambulance (\$10,800) into capital reserve fund.

Motion: Whereas EMFD has exceeded the authorized amount of \$55,000 for a new ambulance by the sum of \$3,349, therefore we approve the additional expenditure of \$3,349 from the capital reserve fund contingent on the full \$10,800 from the sale of the old ambulance being put in the capital reserve fund. Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 5-0

Additional concern: a paid EMT was out on a burn permit call in the pick-up truck and no one was at the fire station. Mr. Northrup will call the Fire Chief to find out what the normal protocol is. In addition, has a protocol been established on who should go on-site for burn permit calls?

Consideration of Letter in Response to Ongoing North Street Dog Concerns

The SB had a discussion of issuing a cease and desist order; usually happen after a hearing. It is already illegal to let dogs roam free, but the dog may be impounded if deemed a nuisance. Neighbors need to know to call the town ASAP when an incident happens. Minor revisions were made to the letter and it was signed by the Chair.

Motion: I move to authorize the Chair to sign the letter to Amy Thornton-Kelly regarding the situation with her dogs.

Made: Mr. Etnier, second: Mr. Sparrow

Vote on Motion: Passed 5-0

License Renewal for Marshall & Swift Appraisal Tables

Motion: I move to authorize the Chair to sign the agreement with Marshall & Swift for CAMA Cost Tables Services.

Made: Mr. Northrup, second: Ms. Swasey

Vote on Motion: Passed 5-0

Discussion on Proposed Conflict of Interest Ordinance

Charter gives SB more power and the Conflict of Interest ordinance takes some of the power away. The SB had a discussion on the possibly overly broad definition of conflict of interest; ordinance could be more definitive. SB had a discussion of ordinance versus policy; more teeth with an ordinance.

Motion: I move to include the Conflict of Interest Ordinance as written in the warning for the 2014 Town Meeting.

Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 4-1

Discussion on Proposed Town Charter

The SB discussed the issue of appointing versus electing the Delinquent Tax Collector (DTC). There is some discomfort with the way the DTC is paid and the fact that there are no checks and balances currently with an elected DTC, though the Treasurer and the DTC work together right now. SB agrees to re-visit the issue of the way the DTC is paid. The SB also agrees to leave the ZA as a 1-year term in the Charter.

Motion: I move to add the Town Charter as presented by the Charter Committee to the warning for 2014 Town Meeting. Made: Mr. Etnier, second: Ms. Sparrow

Vote on Motion: Passed 5-0

Development of 2013 Annual Report

The SB reviewed the draft language and made minor revisions to fit into the report space.

FY2015 Budget Development

The SB will finalize at the next meeting.

Development off 2014 Town Meeting Warning

SB agrees with the wording for Article 8. Articles 6 & 9 were recommended by the Charter Committee and were accepted by the SB. Warning will be finalized at the next meeting.

Excess Weight Permits

Motion: I move to approve the Excess Weight Permit for Arnold Blair as presented and authorize the TA to sign the permit. Made: Mr. Northrup, second: Mr. Sparrow

Vote on Motion: Passed 5-0

Snelling Center Sign-off

Motion: I move to authorize the TA to sign the closeout agreement with the Snelling Center for website development services. Made: Mr. Northrup, second: Mr. Sparrow

Vote on Motion: Passed 5-0

Warrants

Signed

Review of Minutes

January 6, 2014

Motion: I move to approve the minutes as amended. Made: Mr. Northrup, second: Mr. Etnier

Vote on Motion: Passed 5-0

January 13, 2014

Motion: I move to approve the minutes as amended. Made: Ms. Swasey, second: Mr. Sparrow

Vote on Motion: Passed 5-0

Other Business

Town Administrator (TA) Report

- See public notice for Class 4 roads site inspection
- A candidate for Local Project Manager of the Bike & Ped Grant has been selected by Village Committee; the SB will be responsible for the contract agreement; should be in hand by early February

Upcoming schedule:

- January 27 – SB special meeting to finalize warning and FY15 budget– 6:30pm at town office
- February 3 – SB regular meeting – 6:30pm at town office
- February 15 – Site inspection of Class 4 roads – 10:00am at Johnson Road
- February 17 – SB hearings on Class 4 roads; regular meeting after – 6pm at town office
- February ?? – Possible SB pre-Town Forum work session - ?? at town office

Zoning Administrator Report

- See 2014 report – 1st permit of new year
- Next DRB hearing will be March 11th
- PC is starting its development of fluvial erosion regulations on February 6th; that night will be the kickoff meeting for the Municipal Planning Grant and the district flood zone manager will be there to give a presentation; PC has invited the SB to sit in

Motion to adjourn. Made by Mr. Northrup; seconded by Ms. Swasey. Passed 5-0. Meeting adjourned at 10:10pm.

Respectfully submitted by Kristi Flynn, Recording Secretary