

**East Montpelier Selectboard Meeting APPROVED (04/11/16) MINUTES  
March 21, 2016 at the Town Office**

**Selectboard members present:** Carl Etnier (recording secretary), Seth Gardner, Casey Northrup, Kim Swasey, Gene Troia; Bruce Johnson (town and zoning administrator).

**Others present:** Road Foreman Mike Garand, Gina Tron (Times Argus).

**A. CALL TO ORDER**

Chair Seth Gardner called the meeting to order at 6:35 pm.

**B. ADDITIONS TO THE AGENDA**

Renewal of Forest Fund CD  
Liquor License for Morse Farm  
Delinquent Tax Collector Concern

**C. PUBLIC COMMENT**

None.

**D. DISCUSSION ON MAYS WAY ZONING VIOLATION CONCERNS**

Toni May is concerned that her neighbors at 365 Mays Way, who have an active Notice of Violation prohibiting residential (i.e., staying overnight) use, have been spending nights at the property. Zoning Administrator Bruce Johnson and Constable Sandy Conti investigated and found no sign of active, steady use of the property.

Ms. May wants the board to know that she will remain vigilant, will report activity, and expects the Selectboard to use its enforcement powers when necessary.

**E. DISCUSSION ON OPTIONS FOR LYLEHAVEN ROAD**

Lylehaven Road is a Class 3 town road, listed as 0.1 miles. It serves as access to Fairmont Dairy operations and farm housing. Two private houses have access rights.

It was apparently privately paved by in late '70s or early '80s. The pavement is in poor shape, especially down near the farm. The Selectboard discussed options. No action taken.

**F. DISCUSSION ON 2016 ROADSIDE MOWING CONCEPTS AND POTENTIAL BID PROCESS**

The board discussed a mowing treatment for town roads this year that reaches further from the road in many areas and cuts brush as well as grass. With up to three passes of a mower with 5-6' width, the treated area in some areas could be as wide as 18' from the edge of the road. In other areas, only a single pass is appropriate.

The contract will be put out to bid, with updated machinery requirements for the mowing contractor. To determine the number of passes on any given stretch of road, the contractor will be asked to meet with Road Foreman Mike Garand daily.

**G. PRESENTATION OF AND DISCUSSION ON DRAFT FINANCIAL POLICIES**

For the past couple of years, the town's external auditor has recommended that we add more financial policies to guide our actions. In that time we have added cash receipts and fund balance policies.

Treasurer Don Welch has suggested three policies additional policies and has drafted them, based on Vermont League of Cities and Towns (VLCT) model templates:

- Fraud Prevention Policy
- Investment Policy
- Contingency Reserve Fund Policy

Drafts were distributed and discussion of them will be on the agenda for April 11.

#### **H. DISCUSSION ON POTENTIAL TOWN MEETING UPDATE IN EM SIGNPOST OR OTHER FORUMS**

No action taken.

#### **I. LIQUOR LICENSE FOR MORSE FARM**

The Morse Farm has submitted a request for a liquor sales license. Signed by the SB members.

#### **J. FOREST FUND CD RENEWAL**

**Motion: I move to authorize Treasurer Welch to renew the Forest Fund CD on such terms as he sees fit. Made: Ms. Swasey. Second: Mr. Etnier. 5-0.**

#### **K. DELINQUENT TAX COLLECTOR CONCERN WITH A PAYMENT PROPOSAL**

Delinquent Tax Collector Karen Gramer has received an email from a member of a family whose property has been on a trajectory to a tax sale; the email says the family will agree to a payment schedule. Ms. Gramer is not confident the payments will be made as promised to eliminate the back taxes and penalties. She asked for backing from the SB to continue on the trajectory towards a tax sale; the SB agreed with her judgement.

#### **L. LEGAL MATTERS**

No action taken.

#### **M. EXCESS WEIGHT PERMITS**

Twenty-two permits have been applied for so far in 2016.

#### **N. APPOINTMENTS**

**Motion: I move to appoint the following townspeople to these positions:**

##### **Animal Control Officer**

**Sandy Conti, current officer** Term End: 03/2017

##### **Assistant Animal Control Officer**

**Elliott Morse, current officer** Term End: 03/2017

##### **Town Service Officer**

**Rachael Grossman, current officer** Term End: 04/14/17

##### **Emergency Management Co-Coordiators**

**Bill George, current co-coordinator** Term End: 03/2017

**Toby Talbot, current co-coordinator** Term End: 03/2017

##### **Central Vermont Regional Planning Commission Lead Representative**

**Julie Potter, current representative** Term End: 03/2017

##### **Central Vermont Regional Planning Commission Alternate**

**Jack Pauly, current alternate** Term End: 03/2017

##### **Central Vermont Regional Planning Commission Transportation Advisory Committee**

**Frank Pratt, current representative** Term End: 03/2017

<b>Four Corners Schoolhouse Association Representative</b>		
Carolyn Shapiro, current representative	Term End:	03/2017
<b>State Police Community Advisory Board</b>		
Carol Welch, current representative	Term End:	04/2017
Don Welch, current representative	Term End:	04/2017
<b>Conservation Fund Advisory Committee</b>		
Michael Dworkin, current member	Term End:	03/2019
<b>Recreation Board</b>		
Phillip Heinz, current member	Term End:	03/2019
Cristin O'Donnell, current member	Term End:	03/2019
<b>Forest Committee</b>		
Paul Cate, current member	Term End:	03/2019
Colin Blackwell, current member	Term End:	03/2019
<b>Capital Improvement Committee</b>		
Gene Troia, current CIC member	Term End:	03/2017
Don Welch, current CIC member	Term End:	03/2017
Casey Northrup, current CIC member	Term End:	03/2017
Dave Burley, current CIC member	Term End:	03/2017

**Made: Mr. Etnier. Second: Mr. Northrup. 5-0.**

#### **O. WARRANTS**

Signed.

#### **P. MINUTES**

**Motion: I move to approve the minutes of March 7, 2016 as submitted. Made: Mr. Northrup.**

**Second: Mr. Troia. 5-0.**

#### **Q. OTHER BUSINESS**

*A Vermont Walk/Bike Summit is scheduled in Rutland, April 1 & 2, 2016*

Mr. Etnier is unavailable and is looking for someone from the town to attend. The SB agreed to pay the \$26.05 registration fee for someone, in return for a report.

#### *Future Direction of Conservation Fund*

Charles Johnson passed along ideas to broaden reach of fund to include some sort of housing element. It will be on the agenda for the May 16 SB meeting.

#### *Meeting Schedule*

March 22nd	7:00 pm	Initial Laperle Property Committee meeting
April 11th	6:30 pm	Special Selectboard meeting
April 14th	7:00 pm	EM Fire Department Quarterly Budget Presentation @ Village Station
April 27th	6:00 pm	Incident Command System 402 Training @ CVRPC
May 2nd	6:30 pm	Regular Selectboard meeting

#### *Zoning Administrator Report*

2 new permit applications since March 7, 2016

Next Development Review Board meeting is now expected to be May 3, 2016; no April 5th meeting. The town has received application for a setback waiver for a new garage on Onne (formerly Dave Blosser) parcel on Towne Hill Road. Anticipated applications for town park 'n ride facility; Orchard

Valley Waldorf School pre-school on Coburn Road; Carpet Barn front exterior reconstruction; Dion  
business use of residential property on Fair Road

**R. PERSONNEL MATTERS**

No action taken.

**S. ADJOURNMENT**

**Motion: I move to adjourn. Made: Mr. Troia. Second: Mr. Northrup. 5-0. 9:05 pm**