

**East Montpelier Selectboard Meeting APPROVED (05/01/17) MINUTES
April 17, 2017 at the Emergency Services Facility (village fire station)**

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

Others present: VLCT staff attorneys Carl Andeer & Sarah Jarvis; EM Justices of the Peace Tony Klein, Jan Aldrich, Ginny Burley, Rob Chickering, and Florence Morse; EM Lister Chris Racanelli; EM Town Clerk CJ Flynn

A. CALL TO ORDER

At 6:30 pm, Chair Seth Gardner called the Selectboard (SB) meeting to order.

B. ADDITIONS TO THE AGENDA

Proposed contract for construction inspection services for Park and Ride Facility

C. PUBLIC COMMENT

None.

D. WORKSHOP ON BOARD OF CIVIL AUTHORITY TAX APPEAL HEARING PROCESS

Attorney Carl Andeer of the Vermont League of Cities and Towns held a workshop for the Board of Civil Authority (BCA) on the proper process and timing for holding hearings on property tax assessment appeals. Selectboard members are ex officio members of the BCA, as are justices of the peace and the town clerk.

E. DISCUSSION ON PERSONNEL POLICY AMENDMENT TO INCORPORATE IMMIGRANT SUPPORT CONCEPTS

Mr. Etnier reported on his consultations with Will Lambek of Migrant Justice and James Lyall of the Vermont chapter of the American Civil Liberties Union on language to include in the town's personnel policy to institutionalize the town's support for immigrants as expressed in a resolution passed at Town Meeting in March. However, he was impressed with the suggestion Ms. Willis raised in the April 3 meeting to move away from using the personnel policy. Rather, prominently displayed signs in the town office would show the town's policy, as expressed in the resolution's language. Mr. Etnier said he'd consult with Migrant Justice about their thoughts on that way forward. The SB will re-visit the agenda item on May 15.

F. DISCUSSION ON CHARTER AMENDMENT PROCESS IN VERMONT LEGISLATURE

There will be a hearing on the charter amendments bill (H.527) before the House Government Operations Committee on Thursday, April 20, 2017, 8:30 a.m. Mr. Gardner and Mr. Johnson expect to represent the town and EM Fire District #1 at the hearing.

The committee has requested answers to a group of questions regarding the amendments. Mr. Johnson drafted a response letter, which the board approved with some amendments.

G. CONSIDERATION OF COUNTY ROAD PAVING CONTRACT WITH PIKE INDUSTRIES, INC.

The town has a Class 2 paving grant that it intends to use this year to replace three culverts and reclaim/repave the northernmost mile of County Road (Horn of the Moon Road to the Calais line). Pike Industries has submitted a proposal to do the paving at a cost of \$194,292.50, which is below the estimate provided with the grant application last year.

Pike has also provided a proposal for the Muddy Brook Road repaving that is proposed for late this year if we receive, as expected, a Class 2 paving grant for that road to both repair the slumps and repave. The proposed cost, contingent on receiving the grant, is \$73,020.

Both grants require a 20% contribution from the town.

Motion: I move to authorize Town Administrator Bruce Johnson to complete the contracts with Pike Industries. Made: Ms. Swasey. Second: Mr. Troia. 4-0.

H. CONSIDERATION OF LAWN & GROUNDS MAINTENANCE CONTRACT WITH CREATIVE VISIONS, LLC

The board is interested in continuing with Creative Visions, LLC as its lawn care and grounds maintenance provider. Tim Frazier, owner of Creative Visions, has submitted a 3-year service (2017-19) proposal at an annual cost of \$9,480, \$500 less than the total paid in 2016 (\$7,470 for lawn care on contract and \$2,512.50 for grounds maintenance off-contract).

Motion: I move to authorize Town Administrator Bruce Johnson to sign the three-year contract for lawn mowing with Creative Visions. Made: Mr. Etnier. Second: Ms. Swasey. 4-0.

I. CONSIDERATION OF NEMRC ANNUAL DISASTER RECOVERY CONTRACT

This is the annual renewal of the main off-site back-up program for the town's NEMRC computer financial modules; the cost last year was \$652.39; this year is \$671.96, an increase of 3%.

Motion: I move to authorize Town Administrator Bruce Johnson to complete the contract for annual disaster recovery with NEMRC. Made: Mr. Troia. Second: Ms. Swasey. 4-0.

J. WEC ANNUAL MEETING VOTING AUTHORIZATION

WEC Annual Meeting is May 4, 2017; the town is a corporate member of the cooperative; in order to vote at the meeting, the board needs to authorize a representative to cast the ballot. The ballot is for board members; three people are running for three open positions.

Motion: I move to authorize Town Administrator Bruce Johnson to cast the Town's ballot. Made: Mr. Troia. Second: Ms. Swasey. 4-0.

K. PROPOSED CONTRACT FOR CONSTRUCTION INSPECTION SERVICES FOR PARK AND RIDE FACILITY

Six firms offered proposals. The Selection Committee was comprised of Mr. Johnson, Village Committee and Selectboard Representative Casey Northrup, VTrans Project Manager Wayne Davis, and Stantec's Gary Santy (the design engineer on the project). The committee reviewed the submissions under the standard federal procedures. JTC emerged as the clear favorite. The Selection Committee recommends moving forward with a contract for construction inspection services at a value of \$39,715.

Motion: I move to authorize Town Administrator Bruce Johnson to complete the contract for construction inspection services for the Park and Ride facility with JTC. Made: Mr. Etnier. Second: Mr. Troia. 4-0.

L. APPOINTMENTS

Recreation Board:

New appointments: Michael Blanchard, Jack Zeilenga, Robert Fitch

Reappointments: Janice Aldrich, Alex Rob

Motion: I move to appoint the slate to the Recreation Board. Made: Mr. Etnier. Second: Mr. Troia. 4-0.

M. WARRANTS

Signed.

N. MINUTES

Motion: I move to approve the minutes of April 3, 2017, as submitted. Made: Mr. Troia. Second: Ms. Swasey. 4-0.

O. OTHER BUSINESS

Town Administrator Report

VTrans Grant Applications:

Submitted a paving grant application in the amount of \$128,520 for the Muddy Brook Road repair and overlay project.

Submitted a structures grant application in the amount of \$12,000 for the Center Road Mallory Brook culvert engineering study.

Conservation Fund Advisory Committee Update

Michael Dworkin has submitted his resignation from the committee after 20-plus years on the committee. He had planned to step down once the committee added some new members; with four new members joining in the past year, the time was right.

Revolving Loan Advisory Committee Update

Chair Leslie Drown has submitted her resignation from the committee.

Hudson Adverse Possession Lawsuit Against Town

Case dismissed at request of Hudson family.

Murray Road Culvert Replacement Project Update

A dozen firms participated in the pre-bid conference on April 10, 2017. Construction bids are due May 1. The town is currently arranging for the purchase of the culvert from Contex.

Meeting Schedule

April 20th	7:00 pm	EMFD quarterly budget presentation at the ESF
May 1st	6:00 pm	Invasive plant workshop and Selectboard meeting at the ESF
May 8th	6:30 pm	Special Selectboard meeting at town office building
May 15th	6:30 pm	Selectboard meeting at the ESF; Fair & Impartial Policing event

Zoning Administrator Report

5 permit applications since April 3, 2017.

Next DRB meeting May 2, 2017. The only hearing is for a 3-lot subdivision of the Duane Wells remainder lot fronting on Captain Kidd, Banfield, and Clark Roads.

P. PERSONNEL MATTER

Personnel matters were discussed; no action taken.

Q. ADJOURNMENT

Motion: I move to adjourn. Made: Mr. Etnier. Second: Ms. Swasey. 9:35 p.m.