

Minutes of the East Montpelier Selectboard

May 1, 2017 Meeting at the Emergency Services Facility

SB Attendance: Chair Seth Gardner, Amy Willis, Kim Swasey; Town Administrator Bruce Johnson

Public Attendance: Town Treasurer Don Welch; Doug Newton, Newton Technical Services; Michael Bald, *Got Weeds?*; Bruce Howlett, Jeff Cueto, Lindy Johnson, Ann Stanton, Michael Duane, Kim Watson, Jean Vissering, Gerry Balkcom, Ross Hazel, Renée Carpenter, Peter Harvey, Larry Bush

Chair Gardner called the meeting to order at 6:14 p.m.

Addition to Agenda:

- **Auditor Florence Morse Incompatible Office Issue**

Public Comment: None

Open and Review Contractor Bids for Murray Road Culvert Replacement Project

The town received six bids for the Murray Road culvert replacement project:

| <u>Bidder</u> | <u>Pipe Assembly Price</u> | <u>Total Price</u> |
|------------------------------|-----------------------------------|---------------------------|
| Hebert Excavation Corp. | \$ 5,000 | \$ 80,587.25 |
| Dubois Construction, Inc. | \$11,300 | \$ 83,390.75 |
| Lamberti Excavating | \$ 4,000 | \$ 87,725.81 |
| G & N Excavation, Inc. | \$15,500 | \$ 91,346.00 |
| Duranleau Construction Corp. | \$ 9,000 | \$ 98,943.00 |
| Blow & Cote, Inc. | \$14,250 | \$124,050.00 |

The town is operating under a VTrans FY2016 structures grant award of \$92,880 for this project based on the original cost estimate of \$103,124 (town is responsible for 10% of the cost). Based on these bids plus the cost of the design and pipe arch, the current cost estimate is approximately \$125,000. Board members decided to proceed with the project despite the added cost. The town will attempt to recoup the bulk of the cost overrun by requesting a grant amendment from VTrans.

Motion: To preliminarily accept the \$80,587.25 bid of Hebert Excavation Corporation and, once submitted documentation has been confirmed, authorize TA Johnson to award the construction contract to Hebert Excavation Corporation. Made by Ms. Swasey; second by Ms. Willis. Passed unanimously.

Town Treasurer Report

Treasurer Welch provided a FY2017 budget update. The town is comfortably on track with two months left in the fiscal year. Current projections indicate the likelihood of a small surplus at year's end (June 30th).

Discussion on Potential Grant Applications

- **Old LaPerle Farm Property Committee Grant Application to VHCB Project Feasibility Fund Program**
 - Chair Gardner provided an overview of the committee's efforts to determine viable uses for the town-owned Old LaPerle Farm property. As part of its effort to develop viable options the committee would like the town to apply for \$10,000 in affordable housing planning funds through the VT Housing & Conservation Board's Project Feasibility Fund program. Board members reviewed the proposal and agreed to submit the application once a suitable cover letter was created. TA Johnson will contact VHCB to determine proper protocol and then craft the letter for Chair Gardner's review and signature.
 - **Motion: To authorize Chair Gardner to sign the soon-to-be-created cover letter and TA Johnson to submit the completed application to VHCB.** Made by Ms. Swasey; second by Ms. Willis. Passed unanimously.

- **EMSLI Conceptual Community Development Block Grant Application**
 - Renée Carpenter, president of the East Montpelier Senior Living Initiative, explained that the time was ripe for the town to move forward with a formal planning initiative for senior &/or multi-generational housing in the EM Village area. She would like to develop an application for planning funds through the Community Development Block Grant program. The application would need to be in the name of the town and she requested an indication of whether the board would be in favor of such an application. Board members made it clear that they were in support of her effort, but would need to sign off on the actual application when the time came.

Consideration of ESRI FY2018 ArcGIS License Quote

The town uses the Query Manager software program to integrate its parcel identification data and zoning overlays with its tax map data. This software requires the ArcGIS mapping platform. For the past decade the town has purchased a one seat license for ArcGIS from ESRI. The cost for the FY2018 license is \$700, unchanged from last few years.

Motion: To authorize TA Johnson to accept the FY2018 ESRI ArcGIS license quote at a cost of \$700. Made by Ms. Willis; second by Ms. Swasey. Passed unanimously.

Update on Charter Amendment Process In VT Legislature and Discussion of Next Steps

At 2017 Town Meeting voters approved two sets of East Montpelier Charter amendments. The amendments were forwarded to the VT Legislature for possible enactment into law. As of May 1st the resultant bill (H.527) had been passed by the House and was before the Senate for consideration.

[Update: as of the writing of these minutes on May 5th the bill has been passed by the Senate and is awaiting the Governor's signature]

The effective date for the shifting of the town clerk and collector of delinquent taxes positions from elected to appointed is July 1, 2017. The town clerk position requires the creation of a selection committee that should already be in action before the July 1st date. TA Johnson will advertise for prospective committee members when the charter amendments are officially enacted into law.

Workshop on Management Techniques for the Control of Wild Chervil and Other Invasive Plant Species by Mike Bald of Got Weeds?

Mike Bald, an expert on non-chemical techniques, conducted a lively and informative workshop on the identification and control of wild chervil, Japanese knotweed, and other invasive plant species.

Auditor Florence Morse Incompatible Office Issue

Florence Morse was appointed April 3, 2017 to a then-vacant auditor position for a term ending on 2018 Town Meeting Day. After the appointment, it was discovered that the state statute covering incompatible offices (17 V.S.A. §2647) had been updated recently. A number of town positions were added to the list of offices incompatible with the town auditor positions. In particular, spouses of cemetery commissioners are prohibited from serving as auditors. Ms. Morse's husband, Elliott Morse, is a long-time member of the East Montpelier Cemetery Commission. Ms. Morse has submitted her resignation from the auditor post, which the board accepted with regret. The SB will advertise the position this week and consider candidates at its May 15, 2017 meeting.

Warrants

Board members signed the warrant.

Minutes

Chair Gardner presented the draft minutes of the April 17, 2017 board meeting.

Motion: To approve the April 17, 2017 minutes as presented. Made by Ms. Swasey; second by Ms. Willis. Passed unanimously.

Other Business

Town Administrator Report:

- VTrans Grant Applications:
 - The town has been notified that it has received the FY2018 VTrans paving grant for Muddy Brook Road; the town has requested prompt processing of the grant paperwork to ensure that the project can be completed this summer. The town should be receiving the actual grant agreement from VTrans shortly.
 - No word yet on the applications for a VTrans structures grant for an engineering study of the Center Road Mallory Brook culvert or for a VTrans Better Roads grant for an updated roads inventory and road erosion assessment.

- Letters from VT Land Trust:
 - VLT President Gil Livingston will be retiring at end of 2017.
 - Request for contribution to the conservation of the Armstrong Farm in Calais. Board members declined the opportunity to contribute.
- CVRPC Energy Planning Workshops:
 - On May 2, 2017 CVRPC will hold a targeted workshop for the three towns, including East Montpelier, granted special training on the Act 174 standards and how towns can craft Town Plan language that will be granted deference in Public Service Board proceedings. The expectation is that EM Energy Committee members and PC Chair Jean Vissering will attend the workshop held at CVRPC.
 - On May 11, 2017 CVRPC will hold a general workshop on the same topic for all the towns in the region. All are invited to the training to be held at the Waterbury Municipal Building, 6 p.m.
- Meeting Schedule:
 - May 8th 6:30 pm Special Selectboard meeting at town office building
 - May 15th 6:30 pm Selectboard meeting at ESF; Fair & Impartial Policing event
 - May 22nd 6:30 pm Special Selectboard meeting at Calais town hall
 - June 5th 6:30 pm Selectboard regular meeting

Zoning Administrator Report:

- 16 permit applications so far in 2017
- Next DRB meeting May 2, 2017
 - Only hearing is for a 3-lot subdivision of the Duane Wells remainder lot fronting on Captain Kidd, Banfield, and Clark Roads

Motion: To adjourn. Made by Ms. Willis; second by Ms. Swasey. Passed unanimously.
Meeting adjourned 9:48 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator

Approved: May 15, 2017 East Montpelier Selectboard meeting