

Minutes of the East Montpelier Selectboard

APPROVED 5/21/12

May 7, 2012

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

Others Present: Kristi Flynn (Recording Secretary), Don Welch, Duane Wells, Bill Pollock, Norma Raymond, Karen Gramer, Bob Smith, Alice Smith

Call to Order: 6:35pm

Additions to the Agenda: None

Public Comment: Duane Wells noted that his neighbor near Captain Kidd Road has 18+ vehicles on his property, none of which are registered. Mr. Wells feels he has lost some sales because of the eyesore and wonders what the town can do. The SB will talk to the Zoning Administrator (ZA).

Bill Pollock brought up the issue of John Sanfacon requesting a stay of enforcement; he wanted to know what the town's position is on enforcement on this issue and the SB noted they had not discussed it yet. Mr. Pollock noted that Mr. Sanfacon appears to be using the property to support his business and doesn't appear to be paying enough in taxes. He sees it as an issue of fairness. He requested that the town support the ZA's decision.

Delinquent Tax Collector Presentation

Karen Gramer brought a copy of her draft Collection Policy for 2012 and asked for feedback from the SB. The Dodge property is now in Jeremy Dodge's name and the town is going ahead with the tax sale. There are no other tax sales at the moment. Ms. Gramer received another \$3100 today and there is currently \$46,602.93 in delinquent taxes.

Town Treasurer Report

Don Welch has started moving toward an accrual method, which assumes all bills have been paid. He has instituted paying invoices by reconciled statement which means accumulating invoices until the statement is received.

Development of Financial Policy Committee

The Treasurer would like to have some help creating a Financial Policy with 3 parts: policies, procedures and budget. He would like to have a member of the SB, an auditor and the treasurer; Carl Etnier volunteered from the SB. For a Cash Receipts Policy draft, where there are financial avenues: cash receipts, accounts payable and payroll. The treasurer's goal is to use less paper and more electronic storage.

Contract for Town Office Building Weatherization

DuPont Construction came in with the best bid. The town has \$3500 coming from a grant but the whole cost may not be covered.

Motion: I move to authorize the Town Administrator to accept the proposed bid from DuPont Construction for weatherization of the Town Office. Made: Etnier, second: Sparrow

Vote on Motion: Passed 5-0

Proposed Plans for Hogweed Control at Village Cemetery

The Chair asked Mike Bald and Markus Bradley to submit a proposal for hogweed control and Markus suggested the town use the mechanical approach by Mike Bald. Currently there is no hogweed in the cultivated areas. Because it is town-owned property, the SB discussed using money in the Cemetery Commission's budget. The cost should not exceed \$1750 for 2012.

Motion: I move to accept Mike Bald's proposal for mechanical extraction of hogweed and try to pay part of the cost of \$1750 using cemetery funds. Made: Gardner, second: Northrup

Vote on Motion: Passed 5-0

PACE Program Discussion

The town needs to make a decision by the first meeting in June in order to be included in the first group to get work done this summer. Money will be available and Efficiency Vermont will handle all the administrative tasks. There are no risks to the town. The SB will have the Town Attorney review the documents for any legal risk and decide at the next meeting.

Discussion on Interlocal Contracts with Calais & EMFD

The SB is invoking its option to not renew the contract with the EMFD. The SB should meet with the Calais SB to talk about details on a new agreement by 9/1/13. The Chair will contact the Calais SB Chair.

Discussion on Creation of CDL Drug & Alcohol Policy

The policy is required by federal standards. The town needs a pre-hiring policy: drug testing for the past 2-3 years, driving record and drug test. Etnier objects to including marijuana as a restricted drug when it may cause an employee to be fired for a recreational use outside of work hours. SB will review and discuss at a future meeting.

Contracts for 2012 Roadside Mowing & 2012/2013 Winter Sand

Roadside mowing – Doug Grout’s bid was \$4800 for one pass, with the option to come back for a 2nd pass; have Road Foreman coordinate.

Motion: I move to accept Doug Grout’s proposal for \$4800 with the authorization to spend up to \$6300 for 2nd pass mowing. Made: Etnier, second: Sparrow

Vote on Motion: Passed 5-0

2012/2013 Winter Sand

Motion: I move to accept Mike Brown’s bid for \$11.75/cu yd. for 2012/2013. Made: Etnier, second: Gardner

Vote on Motion: Passed 5-0

NEMRC Disaster Recovery Agreement

Two agreements: one for back-up of all NEMRC data for \$571 and one for back-up of all CAMA data (listers) for \$500.

Motion: I move to authorize the Chair to sign both NEMRC contracts. Made: Gardner, second: Northrup

Vote on Motion: Passed 5-0

Designation of National Incident Management System as Basis of Incident Management for Town

The emergency management plan requires that the town make progress towards education. The town is not eligible for radio grants because we are not a NIMS town.

Motion: I move to adopt the NIMS Adoption Document for the town. Made: Gardner, second: Northrup

Vote on Motion: Passed 5-0

Appointments

Motion: I move to appoint Lyn Blackwell, Lindy Johnson, Rhoda Chickering, Allen Ploof and Susan Catlin to the Funding Request Study Committee. Made: Etnier, second: Sparrow

Vote on Motion: Passed 5-0

Access Permit

Etnier will attend the 5/15 DRB meeting to discuss the T. Wayne Clark access permit and how the DRB works to make sure subdivisions conform to the Town Plan.

Excess Weight Permits

Motion: I move to approve Excess Weight Permits for Gillespie Fuels & Propane, Miller Construction, Vermont Heavy Construction, John A. Picard, Haskins & Associates Concrete, Don Crate & Sons and EE Packard Enterprises.

Made: Northrup, second: Etnier

Vote on Motion: Passed 5-0

Warrants

Signed

Review of Minutes

April 16, 2012

Motion: I move to approve as amended. Made: Gardner, second: Northrup

Vote on Motion: Passed 5-0

April 23, 2012

Motion: I move to approve as amended. Made: Northrup, second: Sparrow

Vote on Motion: Passed 5-0

Other Business/Town Administrator Report

Streetlights – all 35 are replaced with LED bulbs

WEC Election – Chair will fill out and send the ballot back

WEC – received \$250 donation for Front Porch Forum

Goddard Wood Chip Act 250 Hearing – town is an abutter and a statutory party

Goddard/Goldman sign mediation – mediation is moving along

Sanfacon appeal – both Pollock and the town have filed appearances

Hayward – no longer running for office

Town Domain Name – we own eastmontpeliervt.org; the SB agreed to renew name with GoDaddy.com

Revolving Loan Fund – proceeds are growing; committee needs to be re-formed at the least; Dave Coburn coming to the 5/21 meeting

Road Foreman Update – Lo-Pro is back after being repaired and the '08 International is back after \$2000 in repairs

Park N Ride – Vtrans is negotiating with WEC regarding a trade of the utility building property for some Church Street parking

GMP Smart Meter – wireless smart meter; health concerns and privacy concerns; SB agreed to opt out of the smart meter

Village Signs – update from Rick Hopkins regarding locations for the 4 new signs; consider letter of agreements with 4 landowners

Discussion on state of Town Municipal Building – SB agreed to get estimates for painting the outside of the building: Perfect Paint, Peter Burroughs

Motion: To adjourn. Made: Etnier, second: Sparrow

Vote on Motion: Passed 5-0. Meeting adjourned at 10:10 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary