

**East Montpelier Selectboard Meeting APPROVED (06/01/15) MINUTES
May 18, 2015 at the Town Office**

Selectboard members present: Carl Etnier (recording secretary), Seth Gardner, Casey Northrup, Steve Sparrow, Kim Swasey; Bruce Johnson (town administrator).

Others present: Gina Conn (Times Argus); Kevin Russell (the Town's local project manager); Michelle McFadden, Frank Pratt, Alice Smith, Bob Smith, Jean Vissering (Village Committee); Philip Heinz, Kathy Richardson (Recreation Committee); Don Welch (Town Treasurer).

A. CALL TO ORDER

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

B. ADDITIONS TO THE AGENDA

Annual agreement for the use of the Marshall & Swift Cost Tables for CAMA
Update on FY15 Tax Collection

C. PUBLIC COMMENT

None.

D. ANNUAL AGREEMENT FOR THE USE OF THE MARSHALL & SWIFT COST TABLES FOR CAMA

The listers use the Marshall & Swift Cost Tables for CAMA. The annual agreement (July 1, 2015-June 30, 2016) with state for the use of the tables has a license fee of \$238.81, unchanged since last year.

Motion: I move to authorize SB Chair Seth Gardner to sign the annual agreement with the state to use the Marshall & Swift Cost Tables for CAMA. Made: Mr. Northrup. Second: Ms. Swasey. 4-0. (Mr. Sparrow absent.)

E. DISCUSSION WITH VILLAGE COMMITTEE ON VILLAGE SIDEWALK PROJECT

Kevin Russell, the Town's local project manager for the sidewalk project, presented the current state of design for the village sidewalk. Some of the sidewalk will be raised above the roadway, with a curb. Where there are curb cuts, the sidewalk will be at road level.

One area for the town to consider is whether or not to elevate the sidewalk in front of the garage at the corner of Quaker Road. The issue is access to Dudley's store for large trucks versus possible pedestrian safety. Another issue is traffic coming down Quaker Road and turning right via the space in front of the garage.

Other points:

- VTrans' policy is not to mark the crosswalk by the post office. After two years, if traffic measurements show 20 persons/hour crossing during peak hour, VTrans will authorize marking the sidewalk. Selectboard members would like the crosswalk to be marked when it is built; they don't see any advantage in waiting two years. The policy is under discussion at VTrans, Mr. Russell said, and we might benefit from a change.
- Much discussion centered on a portion of the sidewalk in front of the post office, where the crosswalk is planned. Plans call for it to be raised. The discussion was of additional pedestrian safety from having it raised versus additional difficulties it would pose for snow removal.

- Plans are currently not to have any sidewalk directly to the front door of the post office, leaving the area between the crosswalk and the post office a no-man's land for pedestrians and vehicles to contend on. Since the post office is a common destination for those crossing the street, much interest was expressed by Village Committee and SB members in some sort of raised, marked walkway. Something like a speed bump was discussed as a possibility that would afford pedestrians some protection while not interfering with snow removal.

F. DISCUSSION WITH RECREATION BOARD ON EXTERNAL AUDITOR RECOMMENDATIONS REGARDING MANAGEMENT OF RECREATION BOARD FINANCES

The FY2014 Sullivan Powers audit stated that the Recreation Committee Fund, as a fund of the Town, should be under the control of the Selectboard and Treasurer. Currently, the Recreation Committee Fund has a cash account that is not under the control of the Town Treasurer.

Philip Heinz and Kathy Richardson of the Recreation Board described the committee's finances. Only about half of the revenue comes from the Town; the rest is from sports program funds and donations. Town funds are used primarily for field maintenance and some equipment.

They see the board as carrying out related but separate activities: stewards of the fields and organizers of youth sports programs. They propose creating a non-profit to organize the youth sports programs and manage those finances. The other option the board discussed as possible would be to follow the auditor report's suggestion of bringing all the finances under Selectboard control.

Mr. Etnier wondered whether the non-profit would be under any different legal obligations than the town to make its programs available to all who wished to participate. Mr. Heinz and Ms. Richardson did not have an answer, but they assured the board that the Recreation Board's programs are completely open.

The SB is interested in the proposed arrangement and asked that the RB draft a more detailed proposal for a possible decision in July. The SB expressed interest in input from the voters in this decision, either at a special town meeting or in some other forum. Mr. Etnier suggested the RB write an article about the proposal for the next *Signpost* issue, which has a June 1 deadline and will be published around the beginning of July.

G. DISCUSSION ON CREATION OF CAPITAL IMPROVEMENT COMMITTEE AS A STANDING COMMITTEE UNDER THE SELECTBOARD

The Capital Improvement Committee was created by the Planning Commission. The Selectboard found its work tremendously useful in budgetary planning and wishes to see it continue; the SB has previously expressed more interest in the CIC maintaining a mixture of PC and SB and other members than in who appoints the members. The PC has suggested the SB take over the appointment of committee members.

Motion: I move to create the Capital Improvement Committee as a standing committee under the Selectboard with 1 PC member, 1 SB member, the town treasurer, and 2 at-large members, with one-year terms for all members. Made: Mr. Etnier. Second: Ms. Swasey. 5-0.

The first-year members of the CIC are all interested in continuing to serve.

Motion: I move to appoint PC members Gene Troia and Julie Potter, SB member Casey

Northrup, Town Treasurer Don Welch, and Dave Burley to the Capital Improvement Committee. Made: Mr. Etnier. Second: Mr. Sparrow. 5-0.

H. UPDATE ON FY15 TAX COLLECTION

Treasurer Don Welch presented; due date for 2nd (final) payment was May 15th. Treasurer's Delinquent Tax Warrant to Delinquent Tax Collector Karen Gramer lists 79 properties and \$194,312 in delinquent taxes, for a 2.88% delinquent tax rate compared to last year's 2.97%.

I. DISCUSSION ON SUNCOMMON CPG APPLICATION FOR 150kW COMMUNITY SOLAR ARRAY ON COBURN PROPERTY

Mr. Gardner objected to some of the marketing language used in SunCommon's description of a Community Solar Array, but he acknowledged that it was not deceptive.

The SB is supportive of the project. Mr. Etnier will draft a letter to the Public Service Board for the SB to consider at its June 1 meeting. The Planning Commission will consider the issue on Thursday; Mr. Etnier will send them the draft, as well.

J. CONSIDERATION OF QUIT CLAIM DEED FROM TOWN TO VTRANS FOR US RTE 2 R-O-W CURRENTLY PART OF OLD TOWN HALL PARCEL

VTrans has asked the Town to give up a portion of its property on the old town hall parcel for use in right-of-way in the planned reconstruction of Route 2. Attorney Bruce Bjornlund has advised the Town that he sees no problem in doing so. VTrans estimates the value of the r-o-w at \$200, which is probably more than it is actually worth. The Town is supportive of the project and willing to donate the r-o-w.

Motion: I move to approve the quit claim deed for the right of way on the old town hall parcel, being Parcel #16 consisting of 1,677 square feet, more or less. Made: Mr. Northrup. Second: Mr. Sparrow. 5-0.

K. CONSIDERATION OF DELTA DENTAL INSURANCE PROGRAM OFFERED THROUGH VERMONT LEAGUE OF CITIES AND TOWNS (VLCT).

In the new fiscal year, the Town has the opportunity to offer dental insurance to employees, a benefit that it has not offered in the past. The cost for the Town's seven full-time employees for Plan 2 (the most popular) is \$2,878.68; cost for total coverage, including dependents, at 100% town cost would be \$7,796.28 (presuming three couples and four families).

The SB will cover employees this year and consider whether to cover dependents at some later date. For no additional expense, the Town may obtain riders that extend the coverage to domestic partners and—if employees choose to pay for insurance for dependents—cover dependents up to age 26 (whereas the default is age 22).

Motion: I move to offer the Town's full-time employees Plan 2 of Delta Dental Insurance through VLCT. Furthermore, the Town shall obtain riders that extend the coverage to domestic partners and—if employees choose to pay for insurance for dependents—cover dependents up to age 26. Made: Ms. Swasey. Second: Mr. Etnier. 5-0.

L. EXCESS WEIGHT PERMITS

Motion: I move to approve the excess weight permit EW-15-39. Made: Mr. Northrup. Second: Mr. Sparrow. 5-0.

M. WARRANTS

Signed.

N. MINUTES

Motion: I move to approve the minutes of May 4, 2014 as amended. Made: Ms. Swasey. Second: Mr. Sparrow. 5-0.

O. OTHER BUSINESS

Winston/Silberberg property in the Village

Foreclosure has been approved by judge; next up is auction, possibly in late June.

Zoning Permit & Map Database Project

The permit database goes back to 1995. It would make the Town's permitting process easier to get the database covering all permits back to 1970 (when zoning started). It is a challenge to tie permits/maps to a particular property, as these earlier permits predate E911 and our modern parcel numbering.

To get a sense of how big an investment it would be to complete the database, Mr. Johnson consulted with Mr. Gardner and hired his son, Will Johnson, to complete the process for one year, 1994. Given that the single year took 10 hours of work, it would cost \$2000-2500 to complete the database back to 1970. The SB encouraged Mr. Johnson to find someone to complete the task at an hourly rate that would keep the cost under \$2,500.

FY2016 VTrans Structures Grant Program

The Town received a grant for the replacement of the Murray Road culvert near the Montpelier line. We haven't yet seen the details.

2015 Central VT Cycling Tour

This is an annual event centered in East Montpelier, scheduled for June 28th. Bicycles and pedestrians will be on some roads in droves.

Better Backroads Grant Application

The Town did not apply for a 2015 grant; the Coburn Road culvert turned out to be too big a job (likely north of \$60,000) for the \$10,000 maximum grant. This is a possible structures grant application for 2016.

Capital Improvement Committee Questionnaire on Future Capital Projects

See questionnaire; due by June 30th

Zoning Administrator Report

- There have been six new applications since May 4th.
- There will be a June 2, 2015 DRB hearing (Wiswall/Cate Farm addition of apartment to barn using adaptive reuse of historic barn concept).
- There's a potential enforcement action for a sewage violation on Mays Way.

O. ADJOURNMENT

Motion: I move to adjourn. Made: Mr. Sparrow. Second: Mr. Northrup. 5-0. 10:13 pm.