

Minutes of the East Montpelier Selectboard

June 17, 2013

SB Members Present: Seth Gardner (Chair), Steve Sparrow, Kim Swasey, Carl Etnier

Others Present: Bruce Johnson (Town Administrator), Kristi Flynn (Recording Secretary), Don Welch, Julie Potter, Tim Carver, Gunner McCain, Tina Ruth, Peter Hood, Ed Larson, Sue Sinclair

Call to Order: 6:40pm

Additions to the Agenda: None

Public Comment: None

Town Treasurer Report

With the fiscal year-end at 6/30, the Treasurer told the SB it is possible to come out even without using the fund balance, as long as there are no big swings one way or the other. Tax collections are down so far this year and delinquent tax notices are going out next week. The budget is pretty much on track for the year.

Discussion of Possible Capital Budgeting Initiative

The Treasurer noted that it is important for the town to undertake a capital inventory and then identify projects that could/should be done. The scope can be small to begin with and the Treasurer is willing to work with the PC on the issue. For a 6-year plan, the idea is to manage the tax rate and the plan should tie in with the Town Plan. The capital budget could include how much debt the town can incur. The PC should plan to get input from the townspeople. The PC should start with identifying capital/infrastructure and develop a more structured plan going forward.

Fund Balance Policy Determinations for FY2014

The committed fund balances need a more formal motion.

Motion: I move the balance in the FY2013 paving line be committed to the FY 2014 fund balance. Made: Mr. Etnier, second: Mr. Sparrow

There was a discussion on committed funds versus assigned funds.

Vote on Motion: Passed 4-0

Capital Reserve Fund CD Renewal

Motion: I move to renew the capital fund CD as presented by the Town Treasurer. Made: Mr. Etnier, second: Ms. Swasey

Interest rate will be 0.4%; town does not have an investment policy.

Vote on Motion: Passed 4-0

Update on Charter Committee

Mr. Etnier reported that the committee has met three times and is working well together. The concept of a hired treasurer that is more professional and responsible to the town has been agreed upon, but no details have been worked out yet. For a timeline, the committee noted that if the issue is voted on at the next town meeting, and then taken to the legislature, the charter could be in place by the end of FY2014. Some changes can be done without a charter in place

Discussion of CVRPC/CVEDC Merger

Guests from CVRPC and CVEDC: Gunner McCain (CVRPC-Waterbury), Peter Hood (CVEDC-Middlesex), Tina Ruth (CVRPC-Montpelier), Sue Sinclair (CVRPC), Ed Larson (CVEDC).

Presentation by representatives of the 10-member Committee:

- Year-long process; many had reservations at the beginning, but 9 of 10 eventually voted for the merger
- There is no timeline for an up/down vote
- Positives to merger (presented by Mr. McCain, Mr. Hood, & Mr. Larson):
 - More coordination
 - Holistic approach
 - Reduce cost
 - Attract qualified/motivated employees
 - Minimize cost of combining
 - Increased strength of organization, more clout with the state

- Committee response to Selectboard question regarding the potential conflict between developers and planners:
 - Committee sees this as bringing groups together earlier on in the process; good planning listens to developers' needs; committee was formed to do what's best for Central Vermont
 - Missions are similar enough that synergy would work
 - Committee wants to bring jobs to Central Vermont and put them in the right places
 - NADO and VAPDA reports noted that VT should move to county government model; this merger is heading in that direction
- Concerns (presented by Tina Ruth with comments by Ms. Potter, Ms. Swasey, & Mr. Etnier):
 - Statutory differences of CVRPC; towns may not get the same level of service
 - Merger leads to a different model; CVRPC has place for representative from each town
 - CVEDC deals with businesses only; may not be enough energy for member towns
 - Challenges for Change dropped the merger recommendation
 - Consider cost of expert staff in both planning and development
 - 9 CVEDC members on the merged board, which is 1/3 of the board
- Rebuttal from committee:
 - Report is a starting place, not a finishing place
 - Services to town will not be cut
 - Re: conflicts, see CVEDC's track record; have not tried to put business where they are not wanted
- Requests for information:
 - Financial reports for last 3 years for both organizations
 - Activities and contracts with the state
 - Would like to see estimated cost savings
- More education is needed: what does the town get from the CVEDC?
 - Probably many townspeople receive benefits or work with companies supported by CVEDC
- Contact Gunner McCain for additional information/correspondence

Update on Website Development

The process is moving forward slowly. Mr. Etnier and the Town Administrator are meeting with a representative of the Snelling Center tomorrow. They have also met with Jennifer Boyer and rbTech, as well. The meeting with the Snelling Center representative should clarify what is provided and what the town has to do if it works with the Snelling Center.

Acceptance of VTrans Mallory Brook Structures Grant

The town will receive \$175,000 for replacement of the Mallory Brook culvert on Center Road.

Motion: I move to authorize the Town administrator to sign the Standard Grant Agreement for the Mallory Brook structures. Made: Mr. Sparrow, second: Ms. Swasey

Vote on Motion: Passed 4-0

DuBois Construction will do the work over the summer as school is out; the town needs a more formal estimate. It is not clear yet how quickly VTrans will finalize the grant and make the money available.

Review of Park N Ride Conceptual Plans

The town's suggestions were taken and the plan is now all encompassed on the parcel, including the drainage. The south end is designed for snow removal but could be used for motorcycles in the summer. There are 25 spaces; the SB is comfortable with this design as they don't have to worry about a new storm water permit. There was talk about paving a bit more on the south end, as well as a shelter over the bike rack.

Motion: I move to accept the conceptual plans for the Village Park N Ride. Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 4-0

Employee Raises for FY2014

Motion: I move to enter executive session. Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 4-0

The SB entered executive session at 9:05pm and exited at 9:18pm.

Motion: I move to set the following wages for: Mike Garand \$26 /hour, Ken Lorden \$19/hour, Craig Seedeak \$17.50/hour, Frank Campbell \$19.40/hour, Denise Brown \$15.30/hour, Kristi Flynn \$13.25/hour. Made: Ms. Swasey, second: Mr. Sparrow

Vote on Motion: Passed 4-0

Access Permits

EMES is requesting multiple curb cuts and they are shifting south towards the rec field by 50+/- feet.

Motion: I move to approve curb cut permit #13-020 & work in the right-of-way permit #13-021 for EMES as presented. Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 4-0

Warrants

Signed

Review of Minutes

June 3, 2013

Motion: I move to approve the minutes as amended. Made: Mr. Sparrow, second: Ms. Swasey

Vote on Motion: Passed 4-0

Other Business

Town Administrator Report

- SB summer schedule: 7/8 regular meeting & 7/29 for warrants, 7/18 EMFD meeting, 8/5 & 8/19 regular meetings; SB may need to meet with Calais SB before 9/1 to finalize the EMFD service agreement
- Party for the Ormsbees on 6/30
- Personnel – HSA payments were doubled last September; the town will fix it by not making the payment this September
- East Montpelier Elementary School Trees/Playground – some damage to the basketball court caused by the town excavator, not a big problem
- Central Vermont Solid Waste Management District Bulk Trash Event – town received grant money, but because Rally Day is in flux so is this event
- Auditor vacancy – because of Sally Longhi’s passing, there is a vacancy that the SB needs to fill
- Road report – Road Foreman crafted bid documents for paving; SB agrees that he can move ahead
- Revolving Loan Fund – Dave Coburn has resigned
- EMES – there is a petition circulating to stop the construction process. EMES has a state-approved storm water plan.

Zoning Administrator Report

No new activity

Motion to adjourn. Made by Mr. Sparrow; seconded by Ms. Swasey. Passed 4-0. Meeting adjourned at 10:00 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary

Approved: August 5, 2013 East Montpelier Selectboard meeting