

Minutes of the East Montpelier Selectboard

July 13, 2015 Meeting

SB Attendance: Chair Seth Gardner, Casey Northrup, Steve Sparrow, and Kim Swasey; Town Administrator Bruce Johnson

Public Attendance: Road Foreman Mike Garand, Tree Warden Paul Cate, Michelle McFadden, Carolyn Shapiro, Gina Conn (Times Argus)

Immediately prior to the meeting, the Selectboard conducted a site visit of the Kelton Road area around the Sodom Pond Brook crossing. The board viewed the site with an eye toward developing a plan to improve visibility and safety for all users of the road.

Chair Gardner called the meeting to order at 6:43 p.m.

Additions to Agenda: None

Public Comment: None

Development of Plan for Kelton Road Roadside Brush/Tree Removal/Trimming

Due to a conflict of interest, Chair Gardner turned control of this agenda item over to Vice-chair Northrup.

Safety concerns have been raised regarding the stretch of Kelton Road surrounding the Sodom Pond Brook crossing about mid-way along the road. The board, town employees, and concerned citizens are working together to craft a plan to improve visibility and safety for all users of the road. Options include increased brush trimming/removal, judicious tree trimming/removal, and improved signage. The board is attempting to balance the need to increase visibility with the understanding that clear sight lines can lead to increased vehicular speed, while also maintaining the rural, tree-lined character of the area.

Town Tree Warden Paul Cate recommended a phased approach, with the town road crew first removing the brush in the town's right-of-way along the west side of the road. If further evaluation reveals a need to do more, then target specific trees and bushes both in the right-of-way and on private lands. Continue with this slow, incremental effort until a satisfactory balance has been achieved. Road Foreman Mike Garand will also develop a signage plan to emphasize care in traversing this section of Kelton Road.

The board agreed to move forward with Tree Warden Cate's plan. The road crew will do the initial trimming prior to the Selectboard's August 3rd meeting. Another site visit will be held just prior to that meeting, with a discussion on the issue on that evening's agenda.

Review of Treasurer's Financial Management Questionnaire

Chair Gardner resumed control of the meeting.

Town Treasurer Welch completed a questionnaire, required by statute and provided by the VT State Auditor's office, detailing the town's internal financial controls. The board discussed the various items on the questionnaire and found no areas of concern.

Motion: To authorize Chair Gardner to sign the 2015 Financial Management Questionnaire. Made by Ms. Swasey; second by Mr. Sparrow. Passed unanimously.

Discussion on Central VT Solid Waste Management District's Recycling Container Municipal Grant Program

Vermont's Act 148, the Universal Recycling Law, requires municipalities to provide recycling bins alongside trash containers in public buildings. CVSWMD is providing its towns with funds to purchase such containers; the East Montpelier allotment is \$225. TA Johnson will purchase the necessary containers, including one for the Four Corners Schoolhouse, and submit the required reimbursement documentation to CVSWMD.

Discussion on Creation of Building Facilities Committee

The board renewed discussion on the need for a viable planning mechanism to handle issues such as a potential new town office building or town garage expansion. The Selectboard will be meeting with the Capital Improvement Committee as part of the August 17th board meeting. The possibility of creating a building facilities committee will be taken up at that time as part of the discussion with the CIC.

Consideration of CAI Technologies Agreements

➤ **Annual Query Manager Support Agreement**

The town contracts annually with CAI Technologies (also known as Cartographic Associates) to provide maintenance, support, and updates for the Query Manager software that, in conjunction with ESRI's ArcGIS platform, merges the town's tax map and parcel data into viable mapping service. The support agreement continues to cost \$500/year.

Motion: To approve and sign the 2015-16 GIS Services Maintenance Agreement with CAI Technologies. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

➤ **Annual Tax Map Maintenance Agreement**

The town contracts with Cartographic Associates to do an annual update of the town's parcel maps to reflect recent surveys, subdivisions, and similar property line alterations. The price has remained steady at \$1,830/year.

Motion: To approve and sign the 2016 Tax Map Maintenance Contract with Cartographic Associates. Made by Ms. Swasey; second by Mr. Sparrow. Passed unanimously.

Consideration of Purchase Option for WEC Garage Parcel

A formal option for the town to purchase the Washington Electric Cooperative's garage parcel on VT Rte. 14 N has been signed by WEC. This is the planned site of a park 'n ride facility. The town needs to sign the document and pass it along to the VT Agency of Transportation to complete the property transfer.

Motion: To authorize Town Administrator Johnson to sign the option to purchase the WEC garage parcel. Made by Mr. Northrup; second by Ms. Swasey. Passed unanimously.

Warrants

Members reviewed and signed the warrant.

Minutes

The Chair presented the minutes of the June 22, 2015 Selectboard meeting for consideration.

Motion: To approve the June 22, 2015 Selectboard meeting minutes as amended. Made by Mr. Northrup; second by Mr. Sparrow. Passed unanimously.

Other Business

Town Administrator Report:

- Upcoming Meeting Schedule
 - July 16th Quarterly EMFD budget presentation, 7 pm at ESF
 - July 20th Regular SB meeting will not be held
 - August 3rd Regular SB meeting
 - August 17th Regular SB meeting
 - August 31st "Special" Regular SB meeting
 - September 7th Regular SB meeting will not be held
 - September 21st Regular SB meeting
 - October 5th Regular SB meeting
- Preliminary Tax Rate Worksheet
 - Projected tax rates are 2.5574 homestead and 2.2129 non-residential; although the state education rates are final, the grand list is still preliminary, so the rates are subject to minor change
 - The Selectboard will set the final FY2016 tax rates at the August 3rd meeting
- July 2015 VT State Police Report
 - Report covers VSP activity in town during March – June 2015; approximately \$2,500 in ticket revenue will come to the town – about 25% below expectation
- Winston Property Foreclosure Sale by Thomas Hirchak Auctions
 - The auction has been formally advertised for August 12, 2015, 11 a.m. at the site
- Winooski Hydroelectric's Proposal for a 500 kW Net Metering Arrangement with National Life

- Winooski Hydro plans to submit its Certificate of Public Good application to the Public Service Board on August 24th; the town has until August 17th to comment on the proposal; there will be no changes to the dam facility
- Town Proposal for Use of Templeton Road Fire Station
 - The town has presented a formal Memorandum of Understanding to the East Montpelier Fire Department to cover the potential renovation and use of the original wing of the fire station for highway equipment storage; the EMFD has not yet responded to the proposal
- Town Office Building Maintenance
 - A contractor has evaluated the water damage to the front of the main building caused by water running off the entryway roof; his opinion is that the town should hire a roofer to construct a more effective means to prevent water from reaching the main building wall, but that the damage is relatively minor; once the water is properly channeled, the wall should dry; once dry, repair the damage and repaint
 - TA Johnson will contact roofers

Zoning Administrator Report:

- 3 permit applications since the June 22nd board meeting
- The DRB will meet August 4th; there is one hearing at this point – the Shanley/Kendall family on Sparrow Farm Road is requesting a variance to replace a derelict, non-conforming garage with a new structure in the same location

Motion: To adjourn. Made by Mr. Sparrow; second by Mr. Northrup. Passed unanimously. Meeting adjourned 8:36 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator

Approved: August 3, 2015 East Montpelier Selectboard meeting