

Minutes of the East Montpelier Selectboard

APPROVED 9/23/13

September 9, 2013

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

Others Present: Bruce Johnson (Town Administrator), Kristi Flynn (Recording Secretary), Don Welch, Jamie Gage, Lyn Blackwell, Lindy Johnson, Ann Stanton, Kevin Nadzam

Call to Order: 6:38pm

Additions to the Agenda: None

Public Comment: None

Vermont.gov Charge Card Payment System Presentation

Jamie Gage gave a presentation on a charge card payment system that could be used by the town. It is strictly a payment processing system and is customizable. The system automatically adds 3% to the charge for debit and credit payments, \$1.50 is added for ACH payments. The system is secure and has redundant servers in Texas and Virginia.

Discussion of Town Waiver of Penalty [24 V.S.A. §5410(g)] For Failure to Timely file or Incorrect Declaration of Homestead

Mr. Etnier recused himself from the conversation. For a late filing, a penalty is assessed (8% if residential rate is higher and 3% if residential rate is lower); the penalty is charged on the education piece. Businesses are non-residential and agriculture is usually residential, though buildings that are leased out are non-residential. The town has the option to waive on a case-by-case basis or across the board. There were 20 people who didn't file this year (there have been 4 people in past years). The SB agrees to keep the fee in place but to monitor the number if residents affected.

Discussion with Funding Requests Study Committee

Charge to the committee: small organizations come to the town for money, the SB decides the budget, the committee recommends how to divide up the money, and the SB puts the recommendations on the warrant. There is a feeling that if the committee turns you down, you can go directly to the SB for an appeal. The new process will be: the committee will make their recommendations and if organizations are unhappy with the decision, they can appeal to the committee or petition to be added to the ballot. It is important that these issues be discussed on the floor. The SB values the committee's perspective and experience. The SB would like to spend the money on social services and environmental projects. The deadline for applications is 10/25 and the committee will meet in early November. The cover letter to the applicants will be less generous this year, with no SB appeal process. The maximum amount for this year's budget is \$22,500, a 4% increase over last year.

Consideration of PACE Program Documents

The SB considered the following documents:

- PACE Program Description and Guidelines – explains the program
- PACE Program Administrative Agreement – Efficiency VT is sub-contracting the administration
- PACE Interlocal Contract – the town needs to sign Exhibit B-1 to sign onto PACE

The SB had a discussion about delinquencies on PACE loans.

Motion: I move to adopt the PACE Program Description and Guidelines dated 9/9/13, superseding all previous descriptions and guidelines. Made: Mr. Etnier, second: Mr. Northrup

Vote on Motion: Passed 5-0

Motion: I move to authorize the Town Administrator to sign the current PACE Program Administrative Agreement, superseding previous versions. Made: Mr. Etnier, second: Mr. Northrup

Vote on Motion: Passed 5-0

Motion: I move to authorize the Chair to sign the PACE Interlocal Contract. Made: Mr. Etnier, second; Mr. Northrup

Discussion of the following: 1) lien follows the property instead of the person, and 2) Efficiency VT will help with assessments and financials.

Vote on Motion: Passed 5-0

Renewal Application for EM Village Center Designation

Process involves a SB resolution, letter, updated map, and CVRPC letter of support.

Motion: I move to adopt the Resolution Regarding the Application for Renewal of The East Montpelier Village "Village Center" Designation, dated 9/9/13. Made: Mr. Sparrow, second: Ms. Swasey

Vote on Motion: Passed 5-0

SB signed the resolution.

Listers Errors and Omissions

Motion: I move to allow the listers to alter the Grand List by changing Green Mountain Power's value from \$1,860,900 to \$1,972,000 to remain consistent with state filings. Made: Mr. Etnier, second: Mr. Sparrow
Vote on Motion: Passed 5-0

Warrants

Signed

Review of Minutes

August 19, 2013

Motion: I move to approve the minutes as amended. Made: Mr. Etnier, second: Ms. Swasey
Vote on Motion: Passed 5-0

Other Business

Town Administrator Report

- Upcoming events:
 - 9/9 – Always P&H Plumbing installing outdoor faucet at town office
 - 9/10 – CVRPC board meeting on approval of our town plan, CVRPC forum on CVRPC/CVEDC merger
 - 9/13 – road crew & state police tree/brush trimming at Holt's
 - 9/19 – Bates & Murray doing town office cabling work for ACS system
 - 9/23 – SB-sponsored community forum on website at ESF, regular SB meeting immediately following
 - 9/23 – ACS/Xerox land records system installation, training on-going all week
 - 10/1 – VLCT at town office to do health options presentation for employees
 - 10/1 – VLCT/Rob Chickering at town office to do InvestEAP presentation [support program]
 - 10/3 – VLCT Town Fair at Killington
- Holt/East Hill Road Visibility Issue – Mike Garand wants to get it done, state police has agreed to provide protection
Motion: I move to authorize the Chair to sign the letter to Mr. Holt. Made: Mr. Northrup, second: Mr. Etnier
Vote on Motion: Passed 5-0
- Charter Committee update – SB reviewed a handout of the committee's position and progress
- Fairmont Farm solar installation – town has 30 days to comment

Zoning Administrator Report

- 3 new permits since last meeting
- DRB – approved Casella's permit at the 9/3 meeting, next meeting is 9/17 for Fontaine
- Liff – the SB will send him a letter giving him a deadline, Mr. Gardner and Mr. Sparrow will visit him on 10/28 between the hours of 10am-2pm. Short-term request – expect front yard to be cleared out and significant reduction of cars in the back; long-term request – remove all unregistered cars from the property

Motion to adjourn. Made by Mr. Etnier; seconded by Mr. Sparrow. Passed 5-0. Meeting adjourned at 9:40 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary