

Minutes of the East Montpelier Selectboard

APPROVED 11/19/12

November 5, 2012

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

Others Present: Kristi Flynn (Recording Secretary), Bob Smith, Alice Smith, Michelle McFadden, Don Welch, Mike Garand, Jean Vissering

Call to Order: 6:40pm

Additions to the Agenda: Discussion of succession, time permitting

Public Comment: None

Road Foreman (RF) Report

- Trucks are ready for winter maintenance; Lo-Pro is working but hopper sander is not being used
- Road crew installed another 6 inches of insulation at the Town Garage; doors were not done because it was too expensive; with \$2000 left of the grant money, it could be done with the town picking up the difference
- Part-time help (Jim Abbott) is ready to go; RF still looking for more part-time help
- CDL license – DMV now requiring a medical card for a renewal; those without a medical card can only work for the town on allowable jobs
- There is a resident on Gould Hill who paved his driveway so that all the water drains into the road; the resident complained about roadwork in front of his driveway to fix this problem; the RF was directed by the SB to continue crowning the road
- Coburn Road work is completed, which ends the DR 4001 FEMA work; the RF will keep an eye on the bank

Winter Roads Policy

The policy is the same as last year. The road crew will start at 3am once a storm has ended. The town subscribes to Weathering Heights and Roger Hill has radio contact with the RF.

Motion: I move to adopt the Winter Roads Policy as written. Made: Etnier, second: Sparrow

Vote on Motion: Passed 4-0

Village Committee Update

Michelle McFadden and Jean Vissering came to give the SB an update on the Village Committee.

- Municipal Planning Grant suggestion was to be mindful of the village roads; there is plenty of land for development. The committee would like to see village streets linked instead of ending in cul-de-sacs.
- The lot beside the new intersection is being dismantled. It would be great if the town owned it. The SB noted that the town would be one of the first to be offered the chance to buy it.
- The Hull property is open to development and septic could be taken care of on-site.
- A River walk can connect with the Cross VT trail, but would need a bridge across the river.
- The committee wants to keep the municipal offices in the village.
- The committee's attention in the near future will be on the bridge reconstruction and sidewalks.
- There was some discussion regarding lowering the speed limit on Route 2to or past the intersection with Towne Hill Road.

Agreement to Commitments Necessary to Secure VTrans Grant for Sidewalks & Other Improvements along Rtes. 2 & 14 Corridor in East Montpelier Village

The town needs to have \$49,000 in the budget for the 90/10 match; in-kind might not work in this case.

Motion: I move to authorize the Chair to sign the Commitment Agreement for the Village Sidewalk Project that obligates the town to pay \$49,000, 10% of the total cost. Made: Etnier, second: Gardner

Vote on Motion: Passed 4-0

Discussion of Land Records System, presentation by Bill Nichols, Cott System

Cott is a 123-year-old privately-held company that is the fastest-growing land record company in Vermont. The server is located in Ohio for disaster recovery cloud computing.

- \$225 per month for a 48-month contract
- Uses town's current hardware
- Bill suggests the Town Clerk buy a Fijitsu scanner for \$850; no other upfront costs
- On-site training is part of the package; unlimited free on-site training with Bill and 16 hours of webinar training
- Microfilm costs \$0.05 per page
- Unlimited document linking

- Internet portal – searchable on index data only; documents can't be viewed without a subscription; \$1 per page goes back to the town
- Redaction software blanks out important information like Social Security numbers
- Town can purchase binders and paper at a discount
- Town will have 2 input/search terminals and 2 search-only terminals that are password-protected

There was some discussion on the process the Town Clerk would go through. It is important that the Town Clerk be comfortable with the system.

Preliminary FY2014 Budget Discussion

The Town Treasurer would like to see the SB set the budget as tight as possible and manage contingencies through the fund balance instead of line items. The Capital Reserve would be used for opportunities. The Treasurer and SB need to better understand the restrictions of the Capital Reserve Fund. The Chair will look into how the town can purchase land (bond, mortgage, cash, etc.). The SB will have a kick-off meeting on 11/26 to review a preliminary budget.

East Montpelier Fire Department Issues

- Consideration of SCBA purchase (\$84,375 total) using EMFD capital reserve – there is more than enough in the fund for the \$20,000 deposit.

Motion: I move to authorize the East Montpelier Fire Department to purchase SCBA based on the following terms: To spend \$20,000.00 from the EMFD Capital Reserve Funds on hand. The remaining balance to be financed at 2.99% for five years with an annual payment not to exceed \$15,000.00 to be paid from EMFD Capital Reserve Funds. These payments will be made at the end of each fiscal year. Made: Sparrow, second: Gardner

Vote on Motion: Passed 4-0

- Schedule for service agreement negotiations – 12/13 budget meeting with EMFD to discuss future year's budgets; the Chair will clarify with the Fire Chief. The SB would like to have this meeting on a regular Monday meeting night and keep the quarterly meetings as non-warned budget meetings.
- Consideration of selection of EMFD Chief as Fire Warden – Ty Rolland is willing to be the Fire Warden

Motion: I move to nominate Ty Rolland as Fire Warden. Made Etnier, second; Sparrow

Vote on Motion: Passed 4-0

Discussion of Potential Road Policies

Motion: I move to adopt the *East Montpelier Road Policy – Acceptance of New Roads*. Made: Etnier, second: Gardner

Vote on Motion: Passed 4-0

Motion: I move to adopt the *East Montpelier Road Policy – Upgrading Class Four Town Roads to Class Three Roads*.

Made: Etnier, second: Gardner

Discussion ensued on whether the moratorium needed to be lifted by motion.

Vote on Motion: Passed 4-0

Motion: I move that the moratorium on acceptance of new town roads be hereby lifted. Made: Etnier, second: Sparrow

Vote on Motion: Passed 4-0

Cartographic Tax Map Maintenance Contract

Motion: I move to accept the contract with Cartographic Associates, Inc. Made: Gardner, second: Sparrow

Vote on Motion: Passed 4-0

Warrants

Signed

Review of Minutes

October 15, 2012

Motion: To approve minutes as amended. Made: Gardner, second: Sparrow

Vote on Motion: Passed 4-0

October 29, 2012

Motion: To approve minutes as written. Made: Etnier, second: Sparrow

Vote on Motion: Passed 4-0

Other Business

Town Administrator Report

- Red Cross Funding Request – the SB decided to give the committee more flexibility with a total \$19,000 limit.
- Healthcare options – should have plan paperwork by the 11/19 meeting; Barre Town is hosting a meeting on 2014 healthcare options on 11/19 at 2pm, Etnier will attend.
- Town and School Moderator – Michael Dworkin is not available this year; Richard Brock is willing to fill in; the note about the vacancy will be put on Front Porch Forum and the issue decided at the next meeting.
- Frank Pratt on CVRPC priority – EM Bridge is first on the state’s bridge budget and the Park N Ride is at the top of the list for Park N Rides.
- TA/ZA Update – SB has received the nomination of Bruce Johnson for ZA from the PC. There was discussion regarding replacing or waiting to replace Johnson on the SB; SB will notice the vacancy online and at the Municipal Building.
- Energy meetings – PACE information session on 11/7 at 7pm at the Old Brick Church.
- CVRPC meetings in November – Town Administrator was asked to put them on Front Porch Forum; the SB agreed.

ZA Report

- 1 new permit since last meeting
- Swenson – will apply for a permit to cover the entire property including all businesses, signs and storage
- Sanfacon – John Brabant maintains his earlier ruling that the property is a junkyard; Attorney Cusick will present his salvage yard ruling and storage unit precedent case at the 11/20 DRB meeting.

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

Vote on Motion: Passed 4-0. Meeting adjourned at 10:26 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary