

Minutes of the East Montpelier Selectboard

APPROVED 12/2/13

November 18, 2013

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

Others Present: Bruce Johnson (Town Administrator), Kristi Flynn (Recording Secretary), Bill Fraser, Abby Friedman, Don Welch, Julie Potter, Edie Miller, Kim Watson, Norman Hill, Rick Mastelli, Deb Fillion, Karen Gramer, Ed Deegan, Arthur Montague

Call to Order: 6:34pm

Additions to the Agenda: Funding Request Study Committee issue; Treasurer Tax report

Public Comment: Arthur Montague received a letter from the town requesting permission to do some work on his property on Lyle Young Road; Mr. Montague would like a culvert corrected that drains onto his property; the SB will schedule a site visit with the Road Foreman when he is back from vacation.

Panel Discussion on the Town Administrator & Town Manager Forms of Governance

Panel discussion was led by Bill Fraser, Town Manager of Montpelier, and Abby Friedman from VLCT.

Handouts:

- Roles of SB, Town Manager (TM) and Town Administrator (TA)
- Towns in VT with TA or TM and whether it is noted in a charter or not

Main points:

- State statute defines what a TM does
- SB needs to decide how much involvement they want in the day-to-day activities
- Has to be a good relationship between the SB and TA or TM
- For a TA, SB could set boundaries on what kind of decisions can be made without SB approval – must be specific
- TM would not supervise any elected official
- Could try the TM model short-term, by passing a public resolution
- What triggered shift from TA to TM in Richmond and St Albans? – 1) SB wanted one person accountable for certain things using SB guidance, and 2) timing – some things had to be discussed at an open meeting/needed SB signatures
- Annual evaluation of TA or TM – changes and feedback, set priorities/goals for upcoming year
- TM could be combined with Zoning Administrator and/or Delinquent Tax Collector but not Treasurer; there are statutes about conflicting roles
- Either model needs clear delineation, but TM/TA and SB need to work together and communicate

Update on Charter Committee

The committee is almost ready to turn over a draft charter to the SB; a timeline will be included. Draft deals with: appointed treasurer, giving SB powers of town agent, trustee of public funds and juror, ZA term of one year. Regarding the conflict of interest policy, the committee suggests the SB adopt an ordinance with “teeth” and will give the SB a draft. The committee has not mapped out specific hearing dates. The SB will keep the committee active so that they may meet in one year to review the charter. The committee had a healthy skepticism for the TM model of government.

Treasurer Tax Report

\$158,000 is outstanding as of Friday 11/15 at 5pm. The treasurer paid off the Line of Credit (LOC) today down to zero; the LOC cost \$450 in interest and is available if needed. The treasurer will send out reminder postcards to those who haven't paid yet. The direct deposit option is working well; 9 people have used it and a few others are interested. 17 people paid their taxes and underpaid by less than \$1; three more were more than \$1 but less than \$10. For those 3 people, the treasurer will send out one bill letting them know they have a 1% penalty per month until paid (amount is not delinquent until 5/15/14). The treasurer currently does not have the authority to write off small amounts; the SB will consider drafting a policy.

Motion: I move to authorize the Town Treasurer to waive any late taxes in the amount of less than \$1 for the payment due 11/15/13. Made: Mr. Etnier, second: Ms. Swasey

Vote on Motion: Passed 5-0

Discussion of Possible Reclassification Options for Existing Class 4 Roads

The SB discussed the status of the town's Class 4 roads.

- Foster – turn into trail
- Barstow and Johnson driveways – give back to owners
- Minister/Old Fair/Banfield – leave as is

The TA will schedule site visits and hearings.

Consideration of Grant of Revolving Loan Funds to Benefit the East Montpelier Senior Living Initiative

Table full discussion to the next meeting. Because there are only 4 voting members on the Revolving Loan Fund Committee, the SB will advertise for 2 additional members on FPF.

Discussion on the Possible Creation of a Website Content Policy Committee

The SB decided to hold a meeting with the public during the holiday gathering in December.

Appointments

Motion: I move to appoint Cristin O'Donnell to the Recreation Board. Made: Mr. Etnier, second: Mr. Northrup

Vote on Motion: Passed 5-0

Funding Request Study Committee

The committee is having a problem staying under the 4% increase approved by the SB. Central Vermont Home Health and Hospice has increased their request by \$1300 and two new organizations have requested \$1350 (Central VT Adult Basic Education [\$750] and Home Share Now [\$600]). The Montpelier Senior Center will be a separate article. The SB agrees with the draft funding requests from the committee.

Warrants

Signed

Review of Minutes

November 4, 2013

Motion: I move to approve the minutes as amended. Made: Mr. Etnier, second: Mr. Northrup

Vote on Motion: Passed 5-0

Other Business

Town Administrator (TA) Report

- Mike Liff – Chair conducted a site visit and compiled a list of the cars on the property (41 unregistered cars in the backyard); next meeting is 1/6/14
- North Montpelier Water System – letter received from Dave Rogers suggesting drilling a well instead of relying on the old water system, particularly for the historic building (oldest store in Vermont); SB will send a letter to Mr. Rogers thanking him for the work done
- Road Foreman – No Parking sign installed at corner of Cumming Rd/County Rd; Johnson Rd culvert is done
- Nishiyachi/Olmsted – Olmsted's have withdrawn offer for Kaiman lot; Nishiyachi's have withdrawn approval of multi-residential use of their access
- Holiday party on 12/8 from 4-7pm at ESF
- Upcoming schedule –
 - 11/23 – Site inspection for Captain Kidd Road, 10am at site
 - 12/2 – SB hearing for Captain Kidd Rd; regular meeting following, 6pm at town office
 - 12/3 – Dinner invitation to EMFD holiday supper, 5:30pm at ESF
 - 12/5 – Joint EM, Calais and EMFD meeting re: EMFD FY15 budget, 7pm at ESF
 - 12/16 – Regular SB meeting at 6:30pm at town office

Zoning Administrator Report

- No new permits
- No DRB hearing in December

Motion to adjourn. Made by Mr. Sparrow; seconded by Ms. Swasey. Passed 5-0. Meeting adjourned at 10:05 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary