

Minutes of the East Montpelier Selectboard

APPROVED 12/17/12

December 3, 2012

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

Others Present: Terri Conti (Town Clerk), Bruce Johnson (Town/Zoning Administrator), Kristi Flynn (Recording Secretary)

Call to Order: 6:34pm

Additions to the Agenda: Utton/Woodward access permit

Public Comment: None

Selectboard Organization: Vice-Chair Election

Motion: I move to nominate Casey Northrup as Vice-Chairman. Made: Sparrow, second: Etnier

Vote on Motion: Passed 4-0

Discussion of Options for Digitization of Land Records

The SB discussed the pros and cons of the Xerox ACS versus the Cotts system. The Town Clerk (TC) noted that when checking references, the people using ACS were more excited; she will be checking on the cost of the supplies for each system, as well. The SB was impressed with the support and training for both systems, but researchers seem to prefer ACS. ACS can handle other records besides land records and the ACS representative is familiar with NEMRC. The TC is still doing more research on shrinking the records from 8x14 to 8x11 pages; she wants to make sure it is still legible. The TC is ready to move forward with ACS and move to smaller books going forward.

Motion: I move to proceed with digitization using Xerox ACS and ask the Town Administrator (TA) to contact Xerox to get the process going. Made: Northrup, second: Sparrow

Discussion of cost of storage of microfilm in PA versus locally in Middlesex.

Vote on Motion: Passed 4-0

Development of Emergency Services Contracts

The SB discussed the following sections:

7) net earnings – 75% to capital reserve fund, 25% to contingency fund; the SB feels the EMFD shouldn't have a contingency fund outside the annual budget; the SB decided to eliminate the mention of a contingency fund. The SB discussed altering the capital expenditures process. The SB needs to research whether net earnings can be used for operating expenses or not.

11) re-phrase the paragraph: the public is welcome at EMFD Board of Directors meetings.

The TA will make the suggested revisions and forward to the Calais SB.

Consideration of Updated Emergency Operations Plan

Motion: I move adopt the Basic Emergency Operations plan with amendments. Made: Etnier, second: Northrup

Vote on Motion: Passed 4-0

Consideration of Funding Request Committee FY14 Report

The SB discussed the Red Cross funding request; the committee recommended \$250 instead of the \$1000 requested. The TA will send out letters to those who got less than requested to let them know what their options are. The SB agreed with the committee's recommendations.

Discussion on U-32 Project Gradutaion FY2013 Appropriation

Motion: I move that EM SB withhold FY2013 appropriation to U-32's Project Graduation fund in lieu of the fact it did not occur last year and is not planned for this year. Made: Etnier, second: Sparrow

Vote on Motion: Passed 4-0

Cartographic Tax Map Maintenance Agreement

Revised contract needs to be signed by the SB.

Motion: I move to sign Tax Map Maintenance Proposal with Cartographic Associates, Inc. as revised. Made: Northrup, second: Etnier

Vote on Motion: Passed 4-0

Warrants

Signed

Review of Minutes

November 19, 2012

Motion: To approve minutes as amended. Made: Northrup, second: Etnier

Vote on Motion: Passed 4-0

November 26, 2012

Motion: To approve minutes as amended. Made: Northrup, second: Etnier

Vote on Motion: Passed 4-0

Curb Cut Access Permit #12-067

The Utton/Woodward access permit is requesting the same access as the farm road used for an existing sugarhouse; it will be a change from agricultural to residential.

Motion: I move to approve permit #12-067 for curb cut access for Benjamin Utton on Lot 2, 760 Lyle Young Road.

Made: Etnier, second: Northrup

Vote on Motion: Passed 4-0

Other Business

Town Administrator Report

- SB Vacancy – TA will ask Kim Swasey and Art Chickering to come to the 12/17 meeting
- VCC permit application – standard permit application, needs to be re-certified every 5 years; same permit as before
- FY2012 Audit – the auditor questioned the use of capital reserve funds for paving (\$440,000), though, upon further research, she commented that the town's position may be fine
- CVRPC Request – they are requesting an Energy Committee member to attend an Efficiency VT forum on 12/6 to answer questions about the town's efforts; Etnier will check with Dave Grundy
- SignPost article – SB should review the draft submission
- CV Humane Society – gave notice of new fees; SB will ask Sandy Conti if he uses the services covered by the new fees
- VT Association of Chiefs of Police – invitation to luncheon on 1/16/13 at Capitol Plaza

ZA Report

- Northstar did submit an application and the hearing is scheduled for 12/18
- Felt Earth Farm – small (under 10kW) solar installation on the grid, so zoning doesn't apply and the town is not notified; new procedures by PSB automatically approves the application after 10 days

Motion: To adjourn. Made: Northrup, second: Sparrow. Passed unanimously.

Meeting adjourned at 9:10 pm.

Respectfully submitted by Kristi Flynn, Recording Secretary