

**Selectboard Memo**  
**August 4, 2014 SB Meeting**

**Addition to Agenda:**

- VTrans Better Backroads Grant
  - \$10,000 to fund repair of ditchline on west side of Center Road starting at Mallory Brook culvert (just south of Dodge Road intersection) and running south along Justis property (in road r-o-w) for a distance of 510'
  - If amenable, need motion to authorize CBJ to sign grant agreement

**Informational Session on Dog Complaint Process**

- Guest Garrett Baxter, VLCT's Senior Staff Attorney

**Discussion on Website Content Policy**

- Particular focus on question of whether to post the grand list on the town website
- See Carl's document regarding points for website policy

**Setting of 2014/15 Property Tax Rate**

- See tax worksheet and Listers 411 document
- Grand list is \$2,945,528.29; up \$28,066.88 from last year
- Resident (homestead) tax rate: 2.3642; up 0.1368 (6.14%) from last year
- Non-resident tax rate: 2.0964; up 0.0637 (3.13%) from last year
- Need motion to set the 2014/15 property tax rates

**Consideration of Homestead Filing Penalty Waiver**

- 32 VSA §5410 sets a penalty for late filing of homestead declaration (i.e., after April 15<sup>th</sup>); we are a town with a higher homestead rate, so the standard penalty is 8% if late in declaring homestead & 3% if incorrect in declaring homestead when should be non-residential
- Selectboard can decline to charge the penalty if so chooses
- Board can also abate the penalty in cases of hardship under the following circumstances:
  - Full-time active military duty of declarant outside state
  - Serious illness or disability of declarant
  - Serious illness, disability, or death of immediate family member of declarant
- Martha Holden previously requested an abatement (see letter); the board postponed action on her request pending the general waiver decision
- Need to determine (by motion) if will/won't charge penalty; if choose to charge, deal with Martha's request

**Review of Treasurer's Financial Management Questionnaire**

- See the two documents; the single page form is the required VT Auditor's form
- The recognized weak link is the handling of the Recreation Board's finances; there is absolutely no concern (the treasurer and auditors review the board's financial documents), but the board's finances are handled outside of the normal town methodology (board has own checking account; revenues and expenses are handled by board members, not the town treasurer; Selectboard does not authorize expenditures – i.e., no warrants)
- No formal action necessary; this is for board review and discussion

**EMFD Capital Reserve Request to Purchase Defibrillator**

- EMFD requests permission to use ambulance service revenue to purchase a new Life Pak 15 defibrillator at a cost of \$29,734.45; the "lease" is for 5 years at 1.9% with a \$1.00 buy-out at the end of the lease; \$519.16 monthly payment
- Since this is a diversion of money that would go to the EMFD Capital Reserve Fund, the Selectboard (as well as the Calais Selectboard, which will face the issue August 11<sup>th</sup>) needs to authorize the purchase
- Suggested motion: To authorize the use of \$29,734.45 in East Montpelier Fire Department ambulance service revenue to facilitate the purchase by EMFD of a new Life Pak 15

**Consideration of Canon Agreement for Copiers**

- See documents; requires motion to ratify decision to authorize CBJ to complete agreement with Canon for the replacement of the town copiers

### **Consideration of Whitcomb Paving Project Agreement**

- See document; requires motion to ratify decision to authorize CBJ to sign agreement with F.W. Whitcomb for the paving of Gallison, Quaker, and Vincent Flats Roads

### **Consideration of CAI Technologies Maintenance Agreement**

- See document; this is the standard maintenance agreement for the Query Manager program that allows the integration of the grand list with ArcGIS (i.e., our tax map program); cost remains \$500/year
- Need motion accepting GIS Services Maintenance Agreement with CAI Technologies; two copies of same agreement; requires board member signatures
- Warrant includes CAI invoice for this agreement; will need to void check if choose not to sign contract

### **Consideration of Real Estate Appraisal Proposal**

- Potential executive session [real estate purchase; 1 VSA §313(a)(2)]

### **Town Administrator Report**

- Carl Etnier's Pubic Facilities Use Concern
- Old Railroad Lane Property Line Issue
  - There continues to be tension between the homeowners on Old Railroad Lane and the Mascittis
  - Exactly who owns the road right-of-way seems to be an issue
- CVRPC Request for Comment on the Elizabeth Killian US Rte. 2 Bypass Concept
  - CVRPC's Steve Gladczuk (the transportation planner) is asking whether the board would like to see the CVRPC's Transportation Activities Committee (Frank Pratt is our rep) look into this
- Update on August 4<sup>th</sup> Mike Liff meeting
- Plow for Mike's Pick-up?
  - Formula Ford having Fisher Plow sale
  - If this is a possibility this year, now would be the time to decide
- Upcoming Schedule of Events:
  - August 18<sup>th</sup> Selectboard regular meeting  
6:30 p.m. at town office; main item is LUDR amendments
  - Sept 8<sup>th</sup> Selectboard special meeting (to avoid Labor Day)  
6:30 p.m. at town office
  - Sept 18<sup>th</sup> PC public forum on proposed flood hazard & river corridor regulations  
7:00 p.m. at ESF
  - Sept 22<sup>nd</sup> Selectboard special meeting  
6:30 p.m. at town office
  - October 6<sup>th</sup> Selectboard regular meeting  
6:30 p.m. at town office

### **Zoning Administrator Report**

- Next DRB meeting is August 5<sup>th</sup>
  - One hearing – EMES storage shed
  - Lylehaven subdivisions (3) – sketch plan review
  - Danforth (County Road) subdivision – sketch plan review
  - Olmsted (Brazier Road – former Bruce Butler property) subdivision – sketch plan review