

Selectboard Memo
March 6, 2017 SB Meeting

Additions to Agenda:

- Finalize SB Response to CVRPC Municipal Energy Survey

Discussion on Adoption of Conservation Fund Application Packet as Recommended by Conservation Fund Advisory Committee

- See packet
- Committee seeking new volunteers:
 - Do they need to be East Montpelier residents?

Discussion on EMFD Ambulance Service Expansion

- EMFD is exploring potential expansion of the ambulance service to towns beyond the current trio of East Montpelier, Calais, and Plainfield; Toby Talbot will be here to discuss options

Discussion on Letter to VTrans Regarding Sign Upgrades on US Route 2 Near Fire Station Entrance

- There is a sign upgrade project on US Rte. 2 that EMFD would like to take advantage of in order to improve safety around the Village Acres access point; the project's manager recommended that the town send a letter of request for the sign additions (LED solar lights on the emergency services facility signs and speed monitoring devices for the speed limit signposts)

Town Treasurer Report

- Treasurer Welch will provide a financials update as well as discuss a certificate of deposit offer from Northfield Savings Bank; board will need to adopt the Northfield Savings Bank account resolutions if it wants to proceed with the purchase of the cd

Consideration of Vermont Better Roads Grant Application

- \$8,000 grant with a \$2,000 town match (some will be in-kind) for a road erosion inventory, including an RSMS (the road management system we use) update; this is basically a CVRPC (Dan Currier) application designed to put the town in good shape for the municipal roads permit process coming in 2018/19
- If board is comfortable with application, it should authorize TA Johnson to submit application

Consideration of Amendment to EM Village Sidewalk Improvements Grant Agreement to Extend Project Time

- Revision would extend grant from 2018 to mid-2021; it also shifts the funding source from a split between federal and state funding to 100% federal funds (the town is still responsible for a 10% match); board should authorize TA Johnson to sign the revised agreement
- The project is essentially stalled at the moment as we await VTrans final authorization to move forward with the right-of-way process; VTrans is doing its best to ensure that our project does not interfere with the Village Bridge project; with that project now targeting spring 2019 for completion, it seems safe to assume that the sidewalk project won't commence prior to that time period; we are, however, continuing to push forward so that we are ready when a construction window is available

Consideration of Financial Agreement for Purchase of New 2018 Mack 10-Wheeler

- Kansas State Bank; 2.84%; \$155,317; 5 payments (1 at closing, 4 on March 8th starting in 2018)
- Board needs to adopt Obligor Resolution (Exhibit D) authorizing taking of loan and TA Johnson as signatory; Chair Gardner & Vice-chair Northrup need to sign resolution

Discussion on Contractor and Construction Inspection Bid Documents for EM Village Park and Ride Project

- Construction inspection services will go out to bid this week with a due date of March 31st; selection committee will meet April 10th, 1:00 p.m. at the town office; does Selectboard want a board member on the committee? [TA Johnson as the town's project manager, VTrans Project Manager Wayne Davis, Design Engineer Gary Sandy of Stantec, and Frank Pratt of the EM Village Committee will also be on the selection committee]
- Contractor bid will go out mid-to-late April; construction deadline will be September 30, 2017
- Town (LaPerle property) will need to give the town (WEC parcel) an easement for the shared use path; paperwork should be ready in the near future (coming from VTrans right-of-way)

Consideration of Amendments to Town Personnel Policy

- Proposed amendments cover three areas:
 - Changes necessary to reflect the Vermont Earned Sick Leave Act
 - Changes to reflect the lines of authority developed by the board
 - Changes to reflect an altered interpretation in how the town will calculate hours of overtime for eligible employees

Work Session for 2017 Town Meeting

- Discussion on results of Town Forum

Appointments:

- **Green Up Day Coordinator**
 - Chris Racanelli is willing to serve another term, through March 2018
- **Discussion on CVSWMDC Town Representative**
 - Ginny Callan is stepping down

Access Permit:

- **17-006 Cherry Tree LLC Curb Cut**
 - Patty & John Connor are subdividing the 10.7-acre lot behind their home lot to the east along Towne Hill Road; the proposal is for a 3-lot subdivision served by a short private drive with a single curb cut on Towne Hill Road; Road Foreman Garand has approved

Town Administrator Report

- Fairmont Farm “Breakfast on Farm” Event:
 - June 17, 2017 Agency of Agriculture outreach effort
 - 1,000 people expected at the farm on Lyle Young in four shifts between 8:30 a.m. and 1:00 p.m.
- Green Up Day Lunch Situation:
 - The Jean Cate Community Fund Committee will no longer put on the traditional lunch for Green Up Day volunteers; the town’s Green Up Day Coordinator, Chris Racanelli, is trying to keep the lunch going
- Murray Road Culvert Replacement:
 - Design is basically finalized and the bid documents should be ready to go mid-spring with a target construction period of July through September 2017; question is whether board wants to pre-buy the culvert; our consultant Doug Newton recommends doing this both to save money and to ensure that it is here and available when the contractor needs it
- Tiny House Hamlet on Old LaPerle Farm Property:
 - Matt Lutz, Norwich University Professor of Architecture, is using the tiny house hamlet scenario as a project for one of his classes
- Mike Bald Invasive Plant Workshop:
 - May 1st, 7:30 p.m. at the ESF; board meeting prior to workshop
- Board of Civil Authority Hearings Workshop:
 - VLCT’s Carl Anders will handle the workshop
 - Scheduled for April 17th (a normal board meeting night) at the ESF; short board meeting will follow the workshop
- Meeting Schedule:

○ March 7 th	9:30 am	Town Meeting at EMES
○ March 20 th	6:30 pm	Selectboard regular meeting
○ April 3 rd	6:30 pm	Selectboard regular meeting
○ April 17 th	6:30 pm	BCA workshop and Selectboard regular meeting at the ESF
○ April 20 th	7:00 pm	EMFD quarterly budget presentation at the ESF
○ May 1 st	6:00 pm	Invasive plant workshop and Selectboard meeting at the ESF

Zoning Administrator Report

- 6 permit applications so far in 2017
- Upcoming DRB meeting:
 - March 14, 2017 for the Cherry Tree LLC subdivision hearing