

**Selectboard Memo**  
**June 5, 2017 SB Meeting**

**Adams Vicious Dog Hearing**

**Additions to Agenda**

- **Consideration of Central VT Humane Society Agreement**
  - The CV Humane Society has provided the town with its standard agreement for services, covering calendar year 2017; the last agreement we had covered fiscal year 2016; the agreement is the same except for a cap on cost; the cover letter did not contain the normal cost offset language to benefit the town; a new letter should be provided before the end of the week
  - If comfortable, the board should authorize TA Johnson to sign the contract once the no-cost-for-standard-services language is provided in a new cover letter
- **Consideration of Town Clerk Job Description**
  - See draft; some version should be adopted by board
  - Job opening is posted: VT Job Link; town website; FPF; Times Argus; general notice boards and email lists
  - Selection Committee's first meeting is Monday, June 12<sup>th</sup>, 3 p.m. at the town office
- **Discussion on Sinkhole at Emergency Services Facility**
  - Connor Contracting is working with EMFD to fix a sinkhole under the generator at the back of the ESF; the cost is estimated to be \$4,000; this is the type of expense that can be covered by the ESF remainder bond fund, which has approximately \$24,000 available
- **Consideration of Letter of Collaboration with VT Dept. of Forests, Parks and Recreation**
  - East Montpelier has been offered the opportunity to be, essentially, a test case in a "Rural Road Vegetation Management Assessments" program offered by the VT Department of Forests, Parks, and Recreation
  - If the board would like to accept this offer, it should authorize TA Johnson to complete and sign the letter of collaboration
- **Consideration of Application for CVRPC Transportation Planning Funding**
  - CVRPC is seeking projects for studies this summer; an application to do a safety evaluation of the Towne Hill Road/Gallison Hill Road/Brazier Road intersection would be considered favorably
- **Municipal Roads Grants-in-Aid Pilot Project**
  - New program – information released today: East Montpelier is eligible for \$7,500 in funding (plus a 20% town match, so total value of \$9,000) to implement best management practices on hydrologically connected segments of municipal roads
  - To participate, the board must submit a letter of intent by July 5, 2017; the letter must be signed by all board members

**Discussion on Delinquent Tax Collector Position**

- This was originally scheduled to be a DTC report and update on potential tax sales; DTC Karen Gramer is concerned about how her position will be handled as of July 1, 2017 when the charter changes take effect; she would like the board to outline the parameters of the position before she commits to moving forward with tax sales; she will meet with the board on June 26<sup>th</sup>

**Discussion with EM Revolving Loan Advisory Committee**

- The committee will be here to discuss its current status and plans for use of the Revolving Loan Fund

**Discussion with EMSLI on Use of Town Grant to EMSLI**

- EMSLI President Renee Carpenter will discuss potential uses of the town grant to EMSLI (originally \$20,000; approximately \$19,500 remains)

**Discussion with EM Recreation Board**

- The Recreation Board will be here to discuss the current status of the plan to shift to a non-profit entity

### **Discussion on EMFD Plan for Replacement of Rescue Vehicle: Joint Meeting with Town of Calais SB**

- EMFD will present a plan to purchase a replacement for the aging heavy rescue vehicle R-2; EMFD has an option on a used (2013) vehicle at a cost of \$330,000; the plan is to use \$80,000 of the current EMFD capital reserve fund as a down payment and finance \$250,000 over five years at an approximate cost to the reserve fund of \$55,000/year; EMFD has until June 12<sup>th</sup> to finalize the deal; if the purchase is completed, EMFD will sell R-2 and return the proceeds to the reserve fund
- EMFD is requesting that both towns authorize the planned use of the EMFD capital reserve fund

### **Discussion on Templeton Road Fire Station Septic Issue**

- EMFD will provide an update on its plans for resolving the septic issue at the Templeton Road fire station

### **Consideration of CCS Use of LaPerle Parcel and Town Hall Parcel During Intersection/Bridge Project Construction**

- CCS Constructors (Morrisville) has the contract for the VTrans Bridge 68 replacement and US Rte. 2/VT Rte. 14 intersection reconstruction project; the company would like to use the LaPerle farmhouse lot for a staging area and the town hall lot as the location of its engineer's trailer; the company needs the town to sign off on the VTrans "Off-site Activity Submittal" forms
- If the board is comfortable with the proposed uses, it should authorize TA Johnson to complete and sign the VTrans documents

### **Request to Extend Time to File Abstract of Individual Lists**

- The state has fallen behind in its review of homestead declarations, so that, for instance, East Montpelier has some 200 more non-residential properties than it generally has; this affects not only tax status, but also how rental and business use is handled; the expectation is that this issue will be cleared up within a couple of weeks, but for now the listers are uncomfortable filing the abstract of individual lists (the first filing of assessed values of properties for the upcoming tax year); the deadline for filing was June 5<sup>th</sup>, but the listers requested an extension of time from the state last week; this request required Selectboard authorization, which Chair Gardner provided after notice to the entire board
- The request for time extension was granted today, but the board should still retroactively authorize Chair Gardner to sign the request for extension letter

### **Consideration of Proposed WEC Utility Line on East Hill Road**

- WEC is requesting permission to install poles/utility lines down East Hill Road to provide service to a new home under construction at 315 East Hill Road; Road Foreman Garand has reviewed the request and is requesting that a condition be added to ensure the poles are installed on the backside of the road ditchlines
- Requires motion to grant permit and then all board members sign the two documents

### **Consideration of Grant Agreements**

- **VTrans Structures Grant for Mallory Brook Culvert Engineering Study**
  - VTrans has awarded the town a \$12,000 engineering study grant to develop a design for the replacement of the Center Road Mallory Brook culvert; the plan is for the historic culvert to be left in place and a new, larger culvert to be installed just to the north of the existing one; the brook channel will be shifted to meet the new culvert; if comfortable, board should authorize TA Johnson to complete agreement
- **VTrans Structures Grant Amendment for Murray Road Culvert Project**
  - VTrans has awarded the town the requested amendment which will drop the net cost to the town back down to 10% of the project cost (estimated at under \$13,000 town cost); if comfortable, should authorize TA Johnson to complete agreement
- **VHCB Feasibility Study Grant for LaPerle Farm Parcel**
  - VHCB has awarded the town \$10,000; the grant does have some conditions dealing with VHCB approval of the consultant, budget, and use; if comfortable, should authorize Chair Gardner to sign award letter
  - Recommended consultant Paul Dettman will be meeting with TA Johnson on June 7<sup>th</sup> at 1 p.m.

## **Appointments**

### **➤ Auditor**

- Carla Occaso has renewed her request for appointment; she had stepped aside when Florence Morse decided to pursue appointment back in April

### **➤ Funding Request Study Committee**

- Current members (the entire 2016 team) willing to serve another 1-year term:
  - Lindy Johnson, Ann Stanton, Paul Erlbaum, Sandal Cate, Jeanne Malachowski, Sue Racanelli, Charlie Catlin

## **Access Permits: 17-025 Haynes; North Street (no E-911; former Witham lot on west side of north end)**

- Paul & Julia Haynes now own the 18-acre wooded parcel north of the Vissering/Klein property and south of the Clayton property on the west side of North Street, just south of the Horn of the Moon Road intersection; they would like to upgrade the existing access point to a residential access; Road Foreman Garand recommends approval with the condition that a new drive culvert be installed
- Requires motion to grant permit and then all board members sign the approval

## **Town Administrator Report**

- Update on EM Village Park 'N Ride Facility:
  - Dale Percy Inc. (Stowe) is the likely contractor (low, qualified bid); process is still playing out
  - Need to decide what to do about Saturday trash pick up
- Update on EM Village Sidewalk Project Right-Of-Way Process:
  - Town has full clearance to move forward with r-o-w discussions with the EM Village property owners affected by the sidewalk project; first round of meetings will occur in the next week or so
- Update on EM Village Property Situations:
  - A couple of village properties that the town has expressed interest in are currently on the market
- Update on EM Charter Amendment Bill:
  - Today is the deadline for Governor Scott to sign the bill
- Meeting Schedule:
  - June 26<sup>th</sup>            6:30 pm            Selectboard special meeting (no June 19<sup>th</sup> meeting)
  - July 10<sup>th</sup>            6:30 pm            Selectboard special meeting (no July 3<sup>rd</sup> meeting)
  - July 20<sup>th</sup>            7:00 pm            EMFD quarterly budget presentation at ESF
  - July 24<sup>th</sup>            6:30 pm            Selectboard special meeting (no July 17<sup>th</sup> meeting)

## **Zoning Administrator Report**

- 7 permit applications since May 15, 2017
- Next DRB meeting June 6, 2017
  - Final plan review of a two-lot subdivision of the Ferrada property on County Road
  - Final plan review of a two-lot subdivision of the Witham property on Bliss Road
  - Sketch plan review of a two-lot subdivision of the Atwood-Stone property on County Road