

Minutes of the East Montpelier Selectboard

November 6, 2017 Selectboard Meeting

SB Attendance: Chair Seth Gardner, Gene Troia, Amy Willis; Town Administrator Bruce Johnson

Public Attendance: Stephanie Smith, VT Emergency Management; Bruce Westcott, CVSWMD; Guthrie Perry, EM Road Foreman; Ed Deegan

Chair Gardner called the meeting to order at 6:36 p.m.

Additions to Agenda:

- **Consideration of NEMRC Annual Support Agreement**
- **Discussion of Constable/Horse Rider Incident**

Public Comment: None

Hazard Mitigation Plan Update Kickoff Forum: Stephanie Smith, VT Emergency Management Hazard Mitigation Planner

The town's 5-year hazard mitigation plan will "expire" on March 1, 2018. Ms. Smith gave an overview on what steps need to be taken in order to update the plan both to benefit the town and meet the dictates of the Federal Emergency Management Agency (FEMA). The Selectboard intends to conduct work sessions on the plan update during its regular meetings through January with the expectation that a working draft can be presented to the public by early February and submitted to VT Emergency Management by the end of February. Ms. Smith offered to continue to serve as a resource to the board as the project evolves. The public is invited to participate throughout the update process.

Consideration of Creation of Emergency Management Committee

One aspect of the current hazard mitigation plan usage that is considered weak is the failure to review the plan on a regular, at least annual, basis. The board discussed the creation of a standing committee that would meet twice a year to conduct plan review, provide assistance in the development of the annual Local Emergency Operations Plan, and otherwise provide guidance on emergency management issues. The expectation is that the committee would be comprised of the town officials involved in and generally responsible for emergency management concerns. Meetings will likely be held in conjunction with regular Selectboard meetings in early April and November.

Motion: To create the East Montpelier Emergency Management Committee comprised of the Selectboard members, the Planning Commission's chair and vice-chair or their chosen delegates, the town's emergency management coordinator(s), the East Montpelier Volunteer Fire Department's chief, the town administrator, and the road foreman. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

Meeting with Central VT Solid Waste Management District's Executive Director Bruce Westcott

Mr. Westcott discussed a variety of solid waste issues with the board, focusing on the FY2019 budget and CVSWMD programs. Town annual dues to the organization will remain at \$1/capita, around

\$2,600 for East Montpelier. One item of interest Mr. Westcott recommends following is the upcoming deadline for residential organics removal from the normal waste stream. CVSWMD is in favor of the effort to separate out food scraps, but some waste haulers are petitioning the legislature to relax or eliminate the mandate.

The Selectboard is looking for one or two people to serve as town representative/alternate on the CVSWMD board.

Road Foreman Report: Guthrie Perry, East Montpelier Road Foreman

- Update on Recent Storm Damage:
 - The road crew has spent over 100 hours clearing debris after the October 29/30 windstorm. The state is gathering evidence of damage expenses with the expectation that a request for a federal emergency declaration will be filed. If a declaration is ultimately issued, the town may be able to recoup a portion of the debris cleanup cost.
- Consideration of Better Roads Grant Application:
 - Applications for FY2019 Better Roads Grant Program projects are due by November 17, 2017. RF Perry, TA Johnson, and CVRPC's Dan Currier are meeting November 8th to develop a Class B (road erosion/stormwater mitigation project; grant up to \$20,000 with a 20% town match) application for culvert/drainage work on the northeast end of Snow Hill Road. Since the board will not meet before the application is due, TA Johnson is requesting authorization to submit the application upon its completion.
 - **Motion: To authorize TA Johnson to sign and submit an FY2019 Class B Better Roads Grant Program application for the proposed Snow Hill Road erosion control project.** Made by Mr. Troia; second by Ms. Willis. Passed unanimously.
- Options for Loader Replacement:
 - The Selectboard previously agreed that the town's 2008 Volvo loader needed to be replaced. The Capital Improvement Committee reviewed and developed updates to the current capital plan's heavy equipment section to enable the earlier-than-expected loader replacement with no foreseen effect on the town's tax rate or ability to deliver services. RF Perry presented two quotes for replacement of the town's 2008 Volvo loader: one from Anderson Equipment for a Komatsu-WA 270-8 at a cost, including trade, of \$116,637; and the other from Nortrax for a John Deere 544K II at a cost, including trade, of \$129,500. RF Perry expressed a preference for the Komatsu machine both due to its performance capabilities and the ease of obtaining service from Anderson Equipment, which is located in East Montpelier.
 - **Motion: To accept the Anderson Equipment quote of \$116,637 for a Komatsu-WA 270-8 wheel loader with the trade of the town's Volvo loader and make the purchase as a one-time payment from the Capital Reserve Fund.** Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

Consideration of Response Letter to VT Dept of Health Notice of Violation for Demolition of WEC Garage at Park 'n Ride

As part of the grant-funded park 'n ride project on the former (now town-owned) WEC garage lot at 110 VT Rte. 14 N, the old garage building was demolished in August. Neither VTrans, which is managing the project, nor the town, which is ultimately responsible as the owner, notified the VT Department of Health (DOH) of the demolition, as required under the state's asbestos control program. After DOH notified the town of this failure, VTrans filed the necessary after-the-fact documentation.

After a review of the situation, DOH issued a Notice of Violation against the town, but limited the penalty to a filing of a response letter acknowledging fault and stating that the town would not violate the asbestos control program regulations in the future. VTrans reviewed the notice and recommended that the town provide the requested letter. Board members reviewed the draft response letter.

Motion: To authorize Chair Gardner to sign the letter to the VT Department of Health. Made by Ms. Willis; second by Mr. Troia. Passed unanimously.

Discussion of Upcoming Holiday & Meeting Schedules

The board has a busy December and January schedule coupled with a few Monday holidays. The board will meet December 4, 7, 11, and 18, followed by January 8, 22, and, if necessary, 29. The regular January 1 and 15, 2018 meetings will not be held. The board will return to the normal 1st and 3rd Mondays schedule in February. The town's annual volunteer appreciation party will be held on Friday, December 15th from 5:00 to 8:00 p.m. at the town office building.

Consideration of NEMRC Annual Support Agreement

The town pays an annual fee for a maintenance and support agreement for our suite of NEMRC (New England Municipal Resource Center) database modules. The cost this year is \$1,376.96, an increase of 3.0% over last year's price.

Motion: I move to authorize the expenditure of \$1,376.96 to continue the NEMRC annual support agreement. Made by Ms. Willis; second by Mr. Troia. Passed unanimously.

Discussion of Constable/Horse Rider Incident

Constable Sandy Conti offered to discuss an October 27, 2017 incident involving a horse rider on Snow Hill Road. The rider, Elisabeth Shedd, publicized in many outlets her displeasure regarding Constable Conti's handling of the affair, accusing him of failing to follow the law in his attempts to have her pull to the side of the road in order to allow waiting vehicles to pass. Constable Conti appeared at the meeting, but had to leave before the discussion occurred due to an emergency fire call. Chair Gardner will follow up with Constable Conti.

Appointments: 2018 Green Up Day Coordinator

Chris Racanelli offered to serve another term as the town's Green Up Day Coordinator.

Motion: To appoint Chris Racanelli as the town's 2018 Green Up Day Coordinator. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

Warrants

Board members signed the warrant.

Minutes

Chair Gardner presented the draft minutes of the October 16, 2017 board meeting.

Motion: To approve the October 16, 2017 minutes as presented. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

Other Business

Town Administrator Report:

- VT Land Trust Succession:
 - VLT's longtime president, Gil Livingston, is retiring on December 1st and will be replaced by Nick Richardson.
- Friends of Coburn Pond Work Event:
 - November 9th, 8:30 a.m. to noon, the group will host a work party to strip invasives out of the constructed wetlands on the VTrans land behind Plainfield Hardware. The concept is to eliminate the need to use glyphosate (Roundup) to control the plants and thus keep the poison out of Coburn Pond.
- Meeting Schedule:
 - November 7th 10:00 am Park 'n Ride facility walkthrough
 - November 16th 9:00 am Kickoff meeting at CVRPC for Kingsbury stormwater master plan
 - November 20th 6:30 pm Regular Selectboard meeting & Intersection Study forum
 - December 4th 6:30 pm Regular Selectboard meeting
 - December 7th 7:00 pm Annual EMFD operating budget presentation at ESF
 - December 11th 7:00 pm Tentative joint EMFD budget meeting with Calais board at Calais Town Hall
 - December 18th 6:30 pm Regular Selectboard meeting

Zoning Administrator Report:

- 3 permit applications since October 16, 2017.
- The next scheduled DRB meeting is November 7, 2017 for one hearing dealing with a side setback waiver request to construct a garage at 390 Quaker Road.

Motion: To adjourn. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.
Meeting adjourned 9:20 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator

Approved: November 20, 2017 East Montpelier Selectboard meeting