

**East Montpelier Selectboard Hearing and Meeting APPROVED (12/04/17) MINUTES
November 20, 2017 at the Town Office**

Selectboard (SB) members present: Carl Etnier (recording secretary), Seth Gardner, Kim Swasey, Gene Troia, Amy Willis; Bruce Johnson (town and zoning administrator).

Others present: Dan Currier, Jim Donovan, Roger Dickinson, Doug Newton, Kim Watson, Bruce Howlett, Carol Dickson, Paul Erlbaum, Catherine Rice, Stephen Connor, Janet Connor, Richard Smith, Norm Hill

A. CALL TO ORDER

Mr. Gardner called the meeting to order at 6:32 p.m.

B. ADDITIONS TO THE AGENDA

VTrans Park and Ride grant amendment

VTrans Park and Ride property issue

C. PUBLIC COMMENT

None.

D. PUBLIC FORUM ON INTERSECTION STUDY

This is the last of three opportunities for the public to assist the consultants for the Towne Hill, Gallison Hill, & Brazier Roads Intersection Study. Jim Donovan of Broadreach Planning & Design presented the draft final report, along with Roger Dickinson of Lamoureux & Dickinson Consulting Engineers. Dan Currier of the Central Vermont Regional Planning Commission (CVRPC) was also present.

The draft report included 10 recommendations from the steering committee, in four areas (improving sight distance, lowering travel speeds, raising awareness, and improving bicycling and walking). The report and related documents have been posted at the Town's web site:

eastmontpeliervt.org/towne-hill-road-intersection-design-feasibility-study

The group present was in agreement with all of the recommendations.

There was a discussion of how to benchmark the intersection's performance as it is currently configured. Ideas included monitoring accidents and/or traffic speeds. It's possible to ask an intern to monitor it for a week at peak times, including near-misses.

Next steps include adding benchmarks to compare future traffic data with, developing a plan for evaluation of the results of measures taken, revisiting costs of the measures, organizing potential funding sources in tables, adding considerations about updating existing signs (including weeding out some, potentially), and adding other revisions based on comments. The report will be sent to the steering committee and then the Selectboard (SB).

E. DISCUSSION ON QUAKER ROAD CULVERT REPLACEMENT PLANS

The town is working with a VTrans structures grant on a project to replace the undersized cross culvert just southeast of the Brown property on Quaker Road, about 0.5 miles from US Rte. 2. The project is in the design phase, with the intent to go out to bid in the spring of 2018. Doug Newton of Newton Technical Services was on hand to discuss the preliminary plans, focusing on the need for guardrails. There is no guardrail at the site presently, but VTrans standards call for installation for this project, because of the steepness and distance of the drop-off at the edge of the road.

The culvert will be upgraded from 24" to 66" with a natural stream bed in the bottom for the benefit of aquatic organisms. The guardrail would be for 275 ft. on one side of the road, 375 ft. on the other side. The SB discussed opportunities to improve safety for pedestrians and bicyclists on this stretch of the road, without incurring undue extra costs. The standard way to add the guardrails would be to have a three-foot shoulder from

the white line to the front of the guardrail. The Selectboard would like to increase the shoulder width for pedestrians and bicyclists on at least one side of the road. Mr. Newton will investigate the option of using 8' posts, which will allow a four-foot shoulder without adding to the total width of the project.

F. CONSIDERATION OF APPLICATION FOR CVRPC TRANSPORTATION PLANNING FUNDING FOR TOWNE HILL ROAD/US RTE. 2 INTERSECTION

CVRPC has funding for a few transportation studies in central Vermont. Last June the board submitted an application for the now-ongoing Towne Hill/Gallison Hill/Brazier Roads intersection study. This would be the same process – the town submits a letter requesting consideration of a particular project, in this case the US Rte. 2/Towne Hill Road intersection. The board will likely be invited to present the proposal to the CVRPC Transportation Advisory Committee (TAC). Frank Pratt is our TAC representative and is very supportive of this study proposal.

Motion: I move to authorize Town Administrator Johnson to complete and sign the application to CVRPC for transportation planning funding for the Towne Hill Road/US Rte. 2 intersection. Made: Ms. Swasey. Second: Mr. Troia. 5-0.

G. CONSIDERATION OF LETTER OF EXTENSION FOR LAPERLE FARM PARCEL VHCB FEASIBILITY STUDY GRANT

The Old LaPerle Farm Property Committee's VHCB (Vermont Housing and Conservation Board) grant expires on December 1st; if an extension is desired, the Selectboard will need to submit a letter of request.

Motion: I move to authorize Chair Seth Gardner to sign a request to VHCB for an extension on the Old LaPerle Farm Property Committee's grant. Made: Ms. Swasey. Second: Ms. Willis. 5-0.

H. WORK SESSION ON HAZARD MITIGATION PLAN UPDATE

The town's current hazard mitigation plan expires March 1, 2018; the desire is to have a plan in place to present to VT Emergency Management by the end of February 2018. The SB focused on projects of concern to highlight in section 6.2 of the plan.

I. EAST MONTPELIER GULLY JUMPERS SNOWMOBILE CLUB REQUEST FOR DESIGNATED TOWN ROAD USAGE FOR TRAIL CROSSINGS

This is an annual request to allow snowmobiles to use town roads to allow non-direct road crossings in certain limited circumstances.

Motion: I move to grant East Montpelier Gully Jumpers permission to use designated town roads for trail crossings. Made: Mr. Troia. Second: Ms. Swasey. 5-0.

J. VTRANS PARK AND RIDE GRANT AMENDMENT

VTrans has awarded the town an amendment to increase the grant from \$300,000 to \$418,000 to cover construction inspection overages and other added cost. The grant remains 100% federal funding with no town match.

Motion: I move to authorize Town Administrator Johnson to complete the agreement with VTrans to amend the Park and Ride grant. Made: Mr. Etnier. Second: Mr. Troia. 5-0.

K. VTRANS PARK AND RIDE PROPERTY ISSUE

To make mowing easier and ensure a working swale to transport water from the north and east sides toward the south (Old LaPerle farmhouse area) end, the Park and Ride needs more land at the northeast corner. Mr. LaPerle has agreed to trade the triangular parcel he owns behind (to the east of) the old WEC garage to the town in return for some of the land near the putting green further to the east. To make this happen, the town will need to survey a new line and get a formal boundary adjustment approved, followed by deed work to finalize the transfer.

Motion: I move to authorize the boundary adjustment between the Park and Ride and the LaPerle property, along with all necessary work to accomplish it. Made: Mr. Troia. Second: Mr. Etnier. 5-0.

L. APPOINTMENTS

Motion: I move to appoint Ed Deegan as auditor. Made: Mr. Troia. Second: Mr. Etnier. 5-0.

M. ACCESS PERMITS

I move to approve access permit 17-049 for the Birnbaum property on Sparrow Farm Road. Made: Mr. Etnier. Second: Ms. Willis. 5-0.

N. WARRANTS

Signed.

O. MINUTES

Motion: I move to approve the minutes of the November 6 meeting as submitted. Made: Mr. Troia. Second: Ms. Willis. 5-0.

P. OTHER BUSINESS

- Plan for Town Volunteer Appreciation Party:
 - Time: 5:00 to 8:00 p.m., Friday, December 15th
 - The event will honor retired road foreman Mike Garand, who will attend.
- Replacement Process for Justice of Peace Dave Grundy:
 - Mr. Grundy, who resigned last month, was a part of the Democratic Party slate for the November 2016 election. The local Democratic Party is expected to recommend a replacement for Governor Scott's consideration. The party will hold a meeting on this issue next Monday, November 27th, 4:00 p.m. at the town office.
- December 11th Joint Meeting with Calais Selectboard at Calais Town Office:
 - The time is still tentative at 7:00 p.m.
 - There will be two agenda items:
 - Discussion on EMFD FY2019 operation budget request
 - Presentation by Jeremy Hansen, Berlin Selectboard member, on a possible Central VT consortium to provide internet service
- Property Tax Payments – 1st Installment Update:
 - 1st 2017/18 payment was due November 15. There was 3.7% unpaid at this point, compared to 3.2% last year; overall 40.2% of 2017/18 property tax still unpaid, compared to 40.0% last year
- Tax Sale Update:
 - Tax levy has been recorded for three parcels: Clement/Buck, 365 Mays Way; Kaiser, 161 Dodge Road; and, Thomas/Rand, 127 Sandy Pines Road
 - Tax sale is scheduled for January 26, 2017, 10 a.m. at the town office
- Meeting Schedule:
 - December 4th 6:30 pm Regular Selectboard meeting
 - December 7th 7:00 pm Annual EMFD operating budget presentation @ ESF
 - December 11th 7:00 pm Joint EMFD budget meeting with Calais board @ Calais
 - December 15th 5:00 pm Town Volunteer Appreciation Party Honoring Mike Garand
 - December 18th 6:30 pm Regular Selectboard meeting

Zoning Administrator Report

- 3 permit application since November 6, 2017
- No Development Review Board meeting is currently scheduled

Q. ADJOURNMENT

Motion: I move to adjourn. Made: Mr. Etnier. Second: Mr. Troia. 5-0. 9:55 p.m.