

Selectboard Memo
February 5, 2018 SB Meeting

Discussion with Recreation Board: Consideration of EMRB Rules of Procedure

- Members of the Recreation Board will be here to discuss the draft updates to the 2010 EM Recreation Committee Policies & Procedures Manual
- The amended document requires ratification by the SB

Delinquent Tax Collector Report

- All three properties included in the January 26, 2018 tax sale were paid off prior to sale
- Current delinquencies, as of 2/5/18, total \$88,992, compared to \$83,425 on 2/5/17, \$84,401 on 2/5/16, and \$93,655 on 2/5/15

Consideration of Roadside Mower Purchase

- Road Foreman Perry will be here to continue discussion on options for the purchase of a roadside mower

Consideration of 2018 Annual Certificate of Highway Mileage

- This is the standard update of town road mileage for VTrans; there is a VTrans-requested change this year to Pine Ridge Road; based on re-measurement, the road will drop 0.01 miles from a total, including the spur, of 0.40 to 0.39; this drops the town Class 3 mileage to 43.10 miles; the change will cost the town about \$15 annually out of the total \$144,000 roads payment from VTrans
- SB members need to approve and sign the certificate

Discussion of Amendments to Traffic Ordinance

- This is a first look at a possible amendment to limit overnight use of the park 'n ride facility; before starting the amendment process SB should decide if there are other areas that need review/revision

Acceptance of Towne Hill Road Intersection Study Final Report and Consideration of Next Steps

- Final report has been submitted by the consultants, Lamoureux & Dickinson Consulting Engineers (Roger Dickinson) and Broadstreet Planning & Design (Jim Donovan)
- Board should decide whether & how it wants to act on the study; possible options include:
 - Put it on the shelf for grant opportunities down the road
 - Investigate further the less costly alternatives, like revised maintenance policies, street lighting, and redirecting police patrols
 - Look into possible sign packages for nearer term installation

Update on Park 'n Ride & EM Village Sidewalk Projects

➤ **Park 'n Ride Facility:**

- Construction Inspector for our project has been changed from Chris Kaufman to Rich Seymour (still part of JTC); the bus shelter will soon have windows; core sampling of the paved area will occur this month as part of the effort to develop a plan to deal with the poor surface drainage
- Chase & Chase surveyors has developed a preliminary survey for the proposed boundary adjustment with the neighboring LaPerle parcel; the concept is to gain control of the all the land just east of the facility; the preliminary plan anticipates an even-up trade of 0.06 acres
- Level II EV Station:
 - We have the ability to make it a “public” station -- i.e., make it visible on services that handle such things; of the 5 WEC stations, only the one at the VTrans Middlesex Park 'n Ride is listed – the others (at Harwood Union; Rumney; and Cabot Creamery) are not; the decision is up to the SB

➤ **EM Village Sidewalk Project:**

- VTrans has now formally divided the project into two parts: the original sidewalk project and the cross-culvert replacement project; the original project will remain a 90-10 cost split whereas the culvert project will be 100% state
- We are now working with our design/engineer team to develop the necessary design and contract plans to put the culvert project out to bid later this year with a late summer/early fall 2018 construction period; this slot has been approved by VTrans as it is not expected to interfere with the bridge project by that time in the construction season
- The sidewalk project and final paving for the culvert project are currently expected to happen during the 2019 construction season
- Three trees (2 on the Hudson parcel within the US Rte. 2 right-of-way and 1 on the Rowell rental property just outside of the r-o-w) interfering with the combo project will be taken down before March 31st to meet environmental mandates

Consideration of Capital Improvement Committee's Letter Concerning Emergency Services Capital Needs

- CIC Chair Troia will present the letter
- Calais Selectboard would like to know if EM board would like a joint meeting to discuss the letter

Warrants

- Due to unexpected absences, the warrant is not available; should be ready Tuesday afternoon; board should either authorize a single signer of this as a special warrant or arrange to have at least three members come down by Wednesday to sign the warrant

Town Administrator Report

- PACE Update:
 - Efficiency VT is willing to provide assistance with the next steps (either for moving forward with or dismantling the program) in anticipation of Eff VT's termination of program administration as of mid-March; we'll be working with Carol Weston, who was involved in our PACE program development back in the early days (through summer 2012)
- Town Meeting Update:
 - Warning & voter checklist posted; ballots in development; early voting will start no later than February 14th
- Meeting Schedule:
 - February 15th 8:00 am Local Government Day
 - February 19th 6:30 pm Regular Selectboard meeting
 - March 3rd 9:30 am Town Forum at EMES
 - March 5th 6:30 pm Regular Selectboard meeting
 - March 6th 9:30 am Town Meeting at EMES

Zoning Administrator Report

- One application in 2018 to this point
- The next DRB meeting will be on February 6, 2018; no warned hearings, but there will be two subdivision sketch plan reviews