

Minutes of the East Montpelier Selectboard

DRAFT

February 5, 2018 Selectboard Meeting

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

Public Attendance: Jan Aldrich, Ed Deegan

Chair Gardner called the meeting to order at 6:30 p.m.

Additions to Agenda: None

Public Comment: None

In order to provide Recreation Board members more time to arrive, the Selectboard handled some agenda items out of the listed order.

Warrants

Due to unexpected staff absences, the normal bi-weekly expenditures warrant will not be available until Tuesday afternoon. Chair Gardner offered to review and approve the warrant at that time.

Motion: To authorize Chair Gardner to approve the February 6, 2018 warrant on behalf of the board. Made by Ms. Swasey; second by Ms. Willis. Approved 3-0 (Chair Gardner abstained).

Minutes

Chair Gardner presented the draft minutes of the January 8 and January 29, 2018 board meetings.

Motion: To approve the January 8, 2018 minutes as amended and the January 29, 2018 minutes as presented. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

By consensus, the board decided to move consideration of minutes to the beginning of board meetings.

Delinquent Tax Collector Report

The Collector of Delinquent Taxes, Bruce Johnson, provided a status update in light of the recently concluded tax sale process. The delinquencies for all three properties up for tax sale at the January 26th event were paid off in advance of the sale date. As of February 5th there is \$88,992 in delinquent taxes, compared to an average of \$87,160 on this date for the prior three years. The board will consider the possibility of additional tax sale actions in June after the 2017/18 delinquent tax warrant is issued.

Discussion with Recreation Board: Consideration of EMRB Rules of Procedure

Recreation Board member Jan Aldrich represented the board for this discussion. The Rec Board is requesting that the Selectboard approve a comprehensive revision to the Rec Board's manual of

policies and procedures, last updated in 2010. SB members provided feedback on the current draft for Ms. Aldrich to take back to the Rec Board. The Selectboard declined to consider approval of the document at this time.

Consideration of Roadside Mower Purchase

Road Foreman Perry and Chair Gardner discussed their research into the right tractor/boom mower combination for the town. The favored combination is the John Deere 6110M tractor with a Tiger Bengal series 22'-reach boom mower. RF Perry will do a comparison of the standard 16x16 power quad transmission and the optional 24x24 power quad plus transmission (price increase of \$1,475) before a final decision is made.

Motion: To authorize TA Johnson to finalize the purchase of a John Deere 6110M tractor with Tiger boom mower at a price of no greater than \$135,000. Made by Ms. Swasey; second by Ms. Willis. Passed unanimously.

Consideration of 2018 Annual Certificate of Highway Mileage

Board members reviewed the annual update of town road mileage required to be submitted to the Agency of Transportation (VTrans). The only change for 2018 reflects a VTrans re-measurement of Pine Ridge Road that decreases the length of the road, including the spur, from 0.40 miles to 0.39 miles. As a Class 3 town highway, this decrease of 0.01 miles will cost the town about \$15 annually out of the total \$144,000 roads payment from VTrans.

Motion: To approve the 2018 East Montpelier Certificate of Highway Mileage. Made by Ms. Willis; second by Ms. Swasey. Passed unanimously.

Board members signed the certificate.

Discussion on Amendments to Traffic Ordinance

The Selectboard is considering a traffic ordinance amendment to ban overnight parking at the new park 'n ride facility. Rather than start down the lengthy formal statutory road mandated for ordinance amendments for such a minor change, the board decided to postpone consideration of the ban and watch how the use of the facility develops. This will also allow the board time to consider other updates to the ordinance for, among other possibilities, changes in light of the intersection study report to be discussed next on the agenda.

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

The final report for the Towne Hill/Gallison Hill/Brazier Roads intersection study has been submitted to the town by the consultants, Lamoureux & Dickinson Consulting Engineers and Broadstreet Planning & Design. The report is the culmination of 5 months of work, with significant contributions from a local steering committee plus feedback from the Selectboard and the public. Board members reviewed the document and decided to accept the report with the intent to consider at a later date the available options for improvement of the intersection.

Motion: To accept the January 31, 2018 Final Report of the Intersection Design Feasibility Study done for the Town of East Montpelier and the Central Vermont Regional Planning Commission without taking any action on implementation options at this time. Made by Mr. Troia; second by Ms. Willis. Passed 3-1 (Chair Gardner supported acceptance, but not the delay in evaluation of options).

Update on Park ‘n Ride & EM Village Sidewalk Projects

➤ **Park ‘n Ride Facility:**

- The Construction Inspector for our project has been changed from Chris Kaufman to Rich Seymour (still part of John Turner Consulting team). 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 surface drainage issues.
- 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 while providing the LaPerles with a larger lawn area. The preliminary plan anticipates an even-up trade of 0.06 acres.
- The Level II EV station is fully operational, but the station is not currently listed on available online services. Of the 5 stations, including ours, installed at no cost by Washington Electric Cooperative, only the one at the VTrans Middlesex Park ‘n Ride is listed, the others (ours and the ones at Harwood Union, Rumney, and Cabot Creamery) are not. The Selectboard will revisit the issue when SB member Carl Etnier is in attendance.

➤ **EM Village Sidewalk Project:**

- VTrans has now formally divided the project into two parts: the original sidewalk project and the US Rte. 2 cross-culvert replacement project. The original project will remain a 90-10 cost split whereas the culvert project will be 100% state funding.
- The town’s project team is now working with our design/engineer firm 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. 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 project will be taken down before March 31st to meet environmental mandates.

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

The East Montpelier Capital Improvement Committee sent a letter of concern regarding the accounting for the towns’ (including the Town of Calais) emergency services capital needs as currently presented by the East Montpelier Fire Department. The CIC would like permission to work with EMFD in an effort to improve the reporting of ambulance service revenues and expenses, accurately depict the EMFD capital reserve fund accounting, and sharpen the presentation of the EMFD capital plan. The Calais Selectboard would like a joint meeting with the EM board to discuss the letter and the highlighted issues. Since it’s East Montpelier’s turn to host a joint meeting, TA

Johnson will arrange for the joint discussion at either the EM board's February 19th or March 5th regular meeting.

Other Business

Town Administrator Report:

- PACE (Property Assessed Clean Energy) Program Update:
 - Efficiency VT is willing to provide assistance with the next steps (either for moving forward with or dismantling the program) in anticipation of Efficiency VT's termination of program administration as of mid-March. The town will once again be working with Carol Weston, who was involved in our PACE program development back in the program's early days (through summer 2012).
- 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:

- 1 permit application in 2018 to this point.
- The DRB will hold a meeting February 6th to conduct two subdivision sketch plan reviews.

Motion: To adjourn. Made by Ms. Willis; second by Mr. Troia. Passed unanimously.
Meeting adjourned 9:10 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator