

**East Montpelier Selectboard Meeting APPROVED (04/09/18) MINUTES  
March 19, 2018 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:** Town Treasurer and Vermont State Police Community Advisory Board representative Don Welch; Sgt. Ray LeBlanc, Lt. Justin Letourneau (commander of Middlesex barracks), Vermont State Police (along with a VSP intern from Norwich University).

**A. CALL TO ORDER**

Mr. Gardner called the meeting to order at 6:34 p.m.

*Additions to the agenda; public comment*

EMSLI (East Montpelier Senior Living Initiative) request for grant use on housing conference

EMFD (East Montpelier Fire Department) meetings request

No public comment.

*Review of minutes*

**Motion: I move to approve the minutes of February 19, 2018 as amended. Made: Mr. Troia. Second: Ms. Swasey. 5-0.**

**B. DISCUSSION WITH VERMONT STATE POLICE (VSP); CONSIDERATION OF 2018 STATE POLICE CONTRACT**

East Montpelier contracts with VSP for 40 hours per month of coverage in town, in addition to their responses to specific calls from town and what they see passing through. The current contract runs through March 31.

In the past, Sgt. LeBlanc has provided the Town with monthly summaries of the results of VSP activity on the contract time: tickets and warnings issued, with information about the infraction, the place where it occurred, the amount of fine (if any), and whether the Town is eligible for a portion of the fine. He apologized for not sending the reports for a while; he said the Middlesex barracks has been operating with two sergeants instead of the normal four. He brought an example of the sort of report VSP around the state generates for all their work and offered to send it to the Town; the report lacks information about streets, type of infraction, and fines.

Mr. Gardner and others on the SB indicated the SB found it valuable to know what the infractions were and where they occurred, to gain an understanding of what is happening in town. However, the Town recognizes the time Sgt. LeBlanc put into creating the reports in the past and his workload. VSP will explore ways to give us information about the streets without adding much more to their work. Sgt. LeBlanc suggested sending us copies of the troopers' daily sheets, with extra info about the roads, starting in April.

In response to a question, Sgt. LeBlanc said that VSP was not receiving many serious calls from East Montpelier; most of their activity in town is traffic tickets.

Mr. Etnier noted that a constituent with a background as an assistant attorney general has been asking the legislature to create an independent panel or commission to investigate officer-involved shootings, and he asked what the two guests thought of the idea. Lt. Letourneau said the decision would not be made by someone at his level, and he was not sure what he thought of the idea. If it was created, he said, he would like it to be made up of people who know the law.

Ms. Swasey asked about staffing levels at VSP's Middlesex barracks, which the SB has over the years been told is often understaffed. The reply was that it remains understaffed; it has been a revolving door, with people leaving to other positions within VSP. All summer and into the winter they were down six officers; now they are

down four officers plus two sergeants out of four. They expect more staff to come on in the next couple months.

The hourly rate in the 2018 VSP contract is listed as \$68.17/hr, slightly lower than last year's \$68.35. However, that reflects a nominal average hourly rate; the actual rate billed varies with the pay of the trooper on each shift.

**Motion: I move to authorize Chair Seth Gardner to sign the contract with Vermont State Police, from April 1, 2018 to March 31, 2019. Made: Mr. Troia. Second: Ms. Swasey. 5-0.**

### **C. STATE POLICE COMMUNITY ADVISORY BOARD REPORT**

Mr. Welch reminded the SB that he has been for years wondering how to broaden the reach of the interesting information the advisory board receives. For example, the previous meeting featured a presentation on the emergency operations center in Waterbury. He said he would ask the following night for permission to post the minutes at the Town's web site.

In response to a question about the Neighborhood Watch program, he noted there are two components of the program: Getting to know one's neighbors and putting up signs in the neighborhood. Those are still valuable. But the program also had a person designated to funnel information from the neighborhood to VSP, and that function is not needed any more, because there are now so many ways now of getting information to police.

### **D. TOWN TREASURER REPORT**

Switching to his hat as Town Treasurer, Mr. Welch presented an overview of the Town's current budget situation. Income and spending are on track for this point in the fiscal year.

The Town keeps money in a number of accounts that earn 0.10 or 0.15% interest. Recently Treasurer Welch negotiated with People's United Bank to give the Town a rate set to the Federal target rate minus 75 basis points, fixed for six months at a time. He said it could increase our interest earned to 1.05 right now.

### **E. DISCUSSION ON TAX MAP & PROPERTY INFORMATION OPTIONS FOR TOWN OFFICE AND ONLINE**

The town currently uses two methods for providing parcel data:

- Query Manager, a CAI Technologies, Inc. (formerly known as Cartographics) computer software program. This allows one staff computer user to print tax maps, abutter lists, etc. It is theoretically operational on two town computers, but it has been difficult to keep working recently due to incompatibility issues with Windows updates, and it has always been a challenge to keep updated. Updating has required regular work by the listers and IT personnel that the town pays for. Recently Query Manager has been broken more often than working.
- A web map provided by CVRPC (Central Vermont Regional Planning Commission), which uses Chittenden County RPC servers. The annual updates use some of the Town's GIS time included with CVRPC dues. To do the update, the Town provides CVRPC with CAI tax map update files and creates an Excel document with the parcel data, which is not a quick item to produce. Furthermore, it does not include most lister data, and there is no option to easily generate an abutters' list for a given parcel. Also, it is hosted on the Chittenden County RPC servers, which can be overwhelmed at times, leading to very slow map functionality.

Mr. Johnson presented a proposal from CAI to provide the town with a web mapping service, which could provide all the benefits of the above two programs along with additional functionality. The service would cost the Town over \$1,000 per year more than current programs' direct costs, but it would reduce staff time, IT hours used, and the Town use of CVRPC GIS time for web map development. The real plus is that the public would have access to all the services over the internet.

One of the available options is to add parcel assessment information to the map. This is a somewhat labor intensive exercise in the sense that .pdf files of lister data are generated and then posted to the individual parcels. NEMRC, which provides data management software for the town, is developing a service that would allow

parcel assessment data to be easily exported to the web map. This upgrade would come at a cost.

The SB decided to invite Franco Rossi, president of CAI, to demonstrate the mapping service at a future SB meeting.

#### **F. CONSIDERATION OF SCHEDULE AMENDMENT TO THE STATE WATER PROGRAM LOAN THE TOWN INHERITED FROM EM FIRE DISTRICT #1**

The state has declined to forgive the \$9,700 loan given to EM Fire District #1 to conduct an engineering feasibility study on the Crystal Springs Water System. As of July 1, 2017 the town took over the district's obligations, so the town is responsible for payment of the loan. The Selectboard assigned a portion of the FY2017 budget for this purpose, so the money is available. A new payment schedule is a formality to get a close-out invoice generated, with the payment expected in April.

**Motion: I move to authorize Town Administrator Bruce Johnson to sign the schedule amendment to the state water program loan taken over from EM Fire District #1. Made: Ms. Swasey. Second: Mr. Troia. 5-0.**

#### **G. 2018 SELECTBOARD ORGANIZATION**

2017-2018 Vice Chair Gene Troia briefly took over chairing the meeting.

**Motion: I nominate Seth Gardner to serve as Selectboard Chair. Made: Ms. Swasey. Second: Ms. Willis. 4-0 (Mr. Gardner recusing himself).**

Newly re-elected Chair Gardner took over the gavel again.

**Motion: I nominate Gene Troia to serve as Selectboard Vice Chair. Made: Ms. Swasey. Second: Mr. Etnier. 4-0 (Mr. Troia recusing himself).**

**Motion: I move to authorize Seth Gardner and Gene Troia to sign payroll warrants, payroll vendor warrants, and necessary expense warrants. Made: Ms. Swasey. Second: Mr. Etnier. 3-0 (Mr. Gardner and Mr. Troia abstaining)**

#### **H. 2018 SELECTBOARD RULES OF TRANSACTION**

The draft contains no substantive changes except the addition of Four Corners Schoolhouse as a Section 12.2 public notice site.

**Motion: I move to adopt the 2018 Rules of Transaction. Made: Ms. Swasey. Second: Mr. Troia. 5-0.**

#### **I. 2018 TOWN MEETING REVIEW**

Mr. Etnier will write an article for the *Signpost* on the results of the two final floor articles, the Central Vermont Internet initiative and the non-binding renewable energy resolution.

#### **J. CONSIDERATION OF DRAFT 2018 TOWN MEETING MINUTES**

The draft minutes are posted. The SB would like them to include the results of Australian ballot votes. The SB will review them and plan to sign them at the April 9 meeting.

#### **K. DISCUSSION ON NEXT STEPS FOR TOWN REGARDING CENTRAL VERMONT INTERNET**

The 2018 Town Meeting voted to authorize the Town to join a new Communications Union District, called Central Vermont Internet, for the purpose of bringing broadband internet to town via optical fiber to the home. The Town has until April 30 to name a representative to the board of the new district. Several townspeople have already indicated interest.

The SB decided to give the appointment the same process it uses for a vacancy on the Selectboard: 10-day notice posted in the usual locations, plus a notice on Front Porch Forum and the website. Interested residents will be

invited to submit an application in writing and to come to the April 9 meeting.

#### **L. DISCUSSION ON CLIMATE CHANGE/STATE ENERGY PLAN RESOLUTION**

The 2018 Town Meeting voted on a non-binding resolution on climate change and renewable energy. The SB discussed how to follow it up. In addition to the *Signpost* article noted above, follow-up will consist of Mr. Gardner signing a letter to our state representative and senators informing them of the action.

#### **M. REVIEW OF 2018 DRAFT TOWN PLAN**

The general consensus was it is a significant improvement over the current plan—a much more attractive document, and one that is improved in content, as well. Most SB members plan to be at the Planning Commission's hearing on March 22.

#### **N. APPOINTMENTS**

The following appointments were considered:

##### **Four Corners Schoolhouse Association Representative**

- Carolyn Shapiro, current representative **Term End: 03/2019**

##### **Animal Control Officer**

- Sandy Conti, current officer **Term End: 03/2019**

##### **Assistant Animal Control Officer**

- Elliott Morse, current officer **Term End: 03/2019**

##### **Conservation Fund Advisory Committee**

- Charles Johnson, current member **Term End: 03/2021**

##### **Emergency Management Co-Coordinator**

- Bill George, current co-coordinator **Term End: 03/2019**
- Toby Talbot, current co-coordinator **Term End: 03/2019**

##### **Development Review Board**

- Rich Curtis, current member **Term End: 03/2021**
- Mark Lane, current member **Term End: 03/2021**

##### **Town Tree Warden**

- Paul Cate, current warden **Term End: 03/2019**

##### **Central VT Regional Planning Commission**

###### **Lead Representative:**

- Julie Potter, current representative **Term End: 03/2019**

###### **Alternate:**

- Jack Pauly, current alternate **Term End: 03/2019**

###### **Transportation Advisory Committee**

- Frank Pratt, current representative **Term End: 03/2019**

##### **State Police Community Advisory Board**

- Carol Welch, current representative **Term End: 04/2019**
- Don Welch, current representative **Term End: 04/2019**

##### **Capital Improvement Committee**

- Gene Troia, current member **Term End: 03/2019**
- Don Welch, current member **Term End: 03/2019**
- Casey Northrup, current member **Term End: 03/2019**
- Kim Watson, current member **Term End: 03/2019**
- Ed Deegan, current member **Term End: 03/2019**

##### **Town Service Officer**

- Rachael Grossman, current officer **Term End: 03/2019**

**Motion: I move to appoint the named people to the positions indicated. Made: Mr. Troia. Second: Mr. Etnier. 5-0.**

The vacancies on the Central Vermont Solid Waste Management District (CVSWMD) board and the Development Review Board are currently being advertised. The next meeting of the CVSWMD board is before the next scheduled SB meeting. The SB was comfortable with at least one of the persons who had indicated interest in—but not committed to—the CVSWMD position, so the SB decided to delegate appointment authority to the Town Administrator, so the appointment could be made in a timely manner.

**Motion: I move to authorize the Town Administrator to appoint a qualified person to the CVSWMD board. Made: Mr. Etnier. Second: Ms. Swasey. 5-0**

The SB will invite those interested in the DRB position to attend the April 9 meeting.

## **O. WARRANTS**

Signed.

## **P. OTHER BUSINESS**

The Town granted EMSLI \$20,000 to use in permitting a site for senior living. Three members submitted a request to use a portion of the funds to travel to a conference in New Hampshire on multi-family passive houses. The SB determined the activity was not sufficiently connected with permitting a senior living facility.

EMFD Chief Ty Rolland requested that the Town and Calais reduce the annual meetings between the SBs and the EMFD from the four called for in the service agreement to two, one in July and one in December. The SB appreciates the information received from EMFD at these meetings and wishes to continue them at the contracted frequency.

The Town Meeting potluck lunch costs a small amount of money (under \$100) each year, and the coordinator is requesting that the town consider covering that cost. The SB agreed to cover the cost.

### *Meeting Schedule*

March 22	7:00 pm	PC hearing on draft 2018 Town Plan
April 9	6:30 pm	“Special” regular Selectboard meeting
April 12	7:00 pm	EMFD quarterly budget presentation at the ESF
April 23	6:30 pm	“Special” regular Selectboard meeting

### *Zoning Administrator Report*

There have been four new applications since the March 5th SB meeting.

The next DRB meeting will be held April 3, 2018. The current agenda includes one subdivision hearing (Rauh; 940 Murray Road); a hearing on an application to allow fill (Crossroads Christian Church; 115 Fassett Road); two linked commercial site plan hearings for a reconfiguration of parking and display areas at Classic Auto, 4233 US Rte. 2; and a subdivision sketch plan review (Rice; 855 Jacobs Road).

## **Q. ADJOURNMENT**

**Motion: I move to adjourn. Made: Ms. Willis. Second: Mr. Troia. 5-0. 9:13 pm.**