

Minutes of the East Montpelier Selectboard

DRAFT

May 7, 2018 Board of Health Meeting

Board of Health Attendance: Chair Seth Gardner, Gene Troia, Kim Swasey, Amy Willis, Ginny Burley; Town Administrator Bruce Johnson

Public Attendance: None

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

Additions to Agenda: None

Public Comment: None

Town Health Officer Report Followed by a Discussion on Potential Courses of Action

Town Health Officer Burley provided a report on her recent activities around town, including investigations into dog and cat attack incidents. The cat attack resulted in a Central VT Humane Society worker requiring treatment for possible rabies exposure. The most serious investigation, and the purpose behind the need for a Board of Health meeting, involves a derelict home on Horn of the Moon. Ms. Burley described the current situation and requested permission to pursue potential courses of action with input from Town Attorney Bruce Bjornlund. The Board of Health's Selectboard members agreed this was a necessary action and decided to take this up as part of the upcoming Selectboard meeting.

Ms. Burley will keep the board apprised of the situation as events develop.

Motion: To adjourn. Made by Mr. Troia; second by Ms. Willis. Passed unanimously. Meeting adjourned at 6:37 p.m.

May 7, 2018 Selectboard Meeting

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

Public Attendance: EMFD Chief Ty Rolland; EMFD Deputy Chief Larry Brown; Franco Rossi, CAI Technologies; Doug Newton, Newton Technical Services; Becky Brown, Paul Haynes

Chair Gardner called the meeting to order at 6:37 p.m.

Additions to Agenda:

- **Discussion with EMFD on an Emergency Services Provision Concern**
- **Consideration of Town Health Officer Utilization of Town Attorney**

Review of Minutes

Chair Gardner presented the draft minutes of the April 23, 2018 board meeting for consideration.

Motion: To approved the April 23, 2018 East Montpelier Selectboard minutes as presented.

Made: Ms. Willis; second: Ms. Swasey. Passed unanimously.

Public Comment: None

Consideration of Town Health Officer Utilization of Town Attorney

At the Board of Health meeting prior to the Selectboard meeting, members agreed that the Selectboard should allow Town Health Officer Burley to utilize the services of Town Attorney Bjornlund in her effort to develop a course forward for the developing public health situation at 2765 Horn of the Moon Road.

Motion: To authorize Town Health Officer Burley to utilize Town Attorney Bruce Bjornlund in her investigation into the ongoing public health situation at 2765 Horn of the Moon Road.

Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

Presentation of CAI Technologies Web Map Service

Franco Rossi, president of CAI Technologies (formerly Cartographic), gave the board a demonstration of CAI's AxisGIS web map service, which is used by around 270 towns throughout New England, including 40 in Vermont, with Barre City and Barre Town on that list.

Currently the town uses two mapping tools: the Query Manager program, an older CAI product operating on a single town office computer, which utilizes an ESRI ArcGIS platform to provide detailed mapping information on parcels; and, a web map developed by the Central VT Regional Planning Commission that is accessible to the public and provides basic parcel data. The Query Manager program is dated, hard to update, limited (by cost, as each "seat" requires a license) in accessibility, and functionally challenging as the ArcGIS platform requires significant expertise to effectively utilize. The CVRPC web map is a nice mapping option for the public, but is feature limited and unwieldy to update.

The AxisGIS service is cloud based, easy to update, loaded with functionality, fully accessible by both the public and town employees (the town can determine which features are available to the public and which will be limited to staff access only), and designed for ease of use. It is approximately 50% more expensive than Query Manager on a straight annual cash basis, but does not require staff time or outside IT time to maintain, which is a significant hidden cost with Query Manager.

This year the town is participating in the state's tax mapping project, which will allow the town to do its annual tax map update at no cost. Since CAI handles our parcel mapping (both normally and for this special state project), the company has offered to discount the AxisGIS start-up fee so that the fee is less than what we would have expected to pay CAI to do the annual tax map update.

Motion: To accept the CAI Technologies AxisGIS offer and authorize TA Johnson to sign the agreement for the AxisGIS service. Made by Ms. Swasey; second by Ms. Willis. Passed unanimously.

Consideration of Quaker Road Culvert Replacement Plans

The town's design engineer, Doug Newton, presented the plans for the grant-funded replacement of the vastly undersized cross-culvert near the Brown residence on Quaker Road. This plan version incorporates the board request for a useable 4-foot wide slot between the paved road and the guardrails on both sides of the road. Ms. Brown and Mr. Haynes, both Quaker Road residents, requested clarity on a few plan elements from Mr. Newton. After the discussion the board by consensus authorized the project to proceed forward with the plans as presented.

The tentative timetable is to have the project out to bid by May 21st with a pre-bid contractor conference at the site by May 25th. Bids will be due June 4th and reviewed by the Selectboard at its meeting that evening. Construction is targeted to occur within the July 9th – August 17th no school/no holiday window. The road is expected to be fully closed at the culvert location for up to four weeks. Mr. Newton specifically asked Ms. Brown to attend the pre-bid conference since her property is ground zero for the project and prospective contractors will want to hear her concerns and desires up front.

Consideration of Recreation Board Rules of Procedure

The board reviewed changes made to the two Recreation Board guidance documents as a result of the board's April 23rd discussion on the documents. No issues were raised regarding the changes.

Motion: To approve the Recreation Board Policies and Procedures and the Recreation Board Athletic Policies documents as presented. Made by Mr. Troia; second by Ms. Willis. Passed unanimously.

A concern had been raised that the new procedures call for officer elections in April. The board decided to override that provision to ensure that elections are held this year.

Motion: To order the Recreation Board to hold officer elections at its May 14, 2018 meeting. Made by Ms. Swasey; second by Mr. Troia. Passed unanimously.

Consideration of Name For Connor Development Road

John & Patty Connor have requested that the board select a name for the access road that will serve the three building lots created by the 2017 subdivision of the Connor-controlled Cherry Tree LLC parcel located on the north side of Towne Hill Road between Cherry Tree Hill Road and US Rte. 2. Suggested names are Deerfield Drive or Deerfield Lane. Due to the existence of a Deerfield Drive in Montpelier, the board decided to go with Deerfield Lane.

Motion: To designate "Deerfield Lane" as the name for the Cherry Tree LLC development road. Made by Ms. Swasey; second by Mr. Troia. Passed unanimously.

Discussion on 4 Freedoms Festival/Ring 4 Freedom Event

The 4 Freedoms Festival, honoring The Four Freedoms, a series of Norman Rockwell paintings depicting freedoms of speech, of worship, from want, and from fear, is requesting towns to participate in Ring 4 Freedom, a unified, 4-minute bell-ringing across the state on July 20, 2018

starting at 4:00 p.m. The board discussed the event and decided to participate (the town office has a small bell on its entryway roof), but not take a lead role in the recruitment of other places in town, such as The Old Meeting House, that have bells.

Consideration of Dry Hydrant Proposal For Codling Road

The East Montpelier Fire Department (EMFD) would like to apply for a Rural Fire Protection Grant Program funding to install a dry hydrant accessing the Winooski River on property located southeast side of Codling Road just west of its intersection with US Rte. 2. The small parcel is a remnant portion of the Codling farm that was divided in 1970s & '80s. It is not taxed by the town and, to all indications, not claimed by anyone. By consensus the board wholeheartedly supported the grant submission, installation of a dry hydrant at the location, and access development with town funding and road crew assistance. The board will pursue some form of right to use the property.

Discussion on EM Village Sidewalk Project Waterline Issues

The EM Village sidewalk project is moving forward on two separate timelines. The VTrans-ordered replacement of the cross-US Rte. 2 culvert running from the Rolland property to the Hudson/Village Cemetery parcel is set to go out to bid in a couple of weeks with expected construction in late summer/early fall. The actual sidewalk construction is planned for 2019. As part of both elements of the project the Crystal Springs Water System needs to move sections of the waterline running along the east side of US Rte. 2 between the two US Rte. 2/VT Rte. 14 intersections. The Selectboard is working with the company to have the line upgraded from 4" to 8" pipe to match the main distribution piping serving the bulk of the system's customers. The upgrade has numerous public benefit aspects, including the long-desired possibility that village fire hydrants could be energized. The board has decided to cover a portion of the cost, up to \$5,000, to assist in both the upsizing and relocation of the piping running along the Gloria Biron garage parcel to get it out from under the sidewalk and to take advantage of a sleeve under the northern US Rte. 2/VT Rte. 14 intersection that the board installed a decade ago for this very purpose.

Motion: To approve the payment of up to \$5,000 to the Crystal Springs Water System for the verifiable cost to upsize to 8" and relocate the water system's pipe located on the 2952 US Rte. 2 parcel owned by Gloria Biron.

Discussion on Employee Evaluation Methodology

Board members reviewed a variety of employee evaluation forms. Discussion ensued on the need for the forms and individual employee meetings with the full Selectboard given the town's small cadre of employees. By consensus the board decided to forego, at this time, the use of formal evaluation techniques.

Work Session on Draft 2018 Town Plan

The first Selectboard hearing on the proposed 2018 Town Plan will be held May 14, 2018, 6:30 p.m. at the town office building. The board is comfortable with the draft as it currently stands and is looking forward to receiving public feedback at the hearing.

Discussion with EMFD on an Emergency Services Provision Concern

EMFD Chief Rolland and Deputy Chief Brown came to the Selectboard to discuss a situation involving the provision of ambulance service to a residence on North Street. Due to the sensitive nature of personal information involved, EMFD and the board agreed to keep the discussion at a general level. The gist of the issue is the desire to have a specialized incident response protocol put in place for the one residence. Since the property on North Street is closer to Montpelier emergency services than East Montpelier emergency services, the request essentially is for Montpelier to respond to any 911 call emanating from that parcel. The city, town, and EMFD have been involved with the family and family representatives in discussions regarding this request. There is a difference of opinion as to what EMFD and the city can &/or should do. There is also a difference of opinion as to whether there is an oral agreement regarding what will be done and, if some form of an agreement has been reached, exactly what the intended actions are to be. A lawsuit has been threatened against the town, city, and EMFD.

Warrants

Members signed the warrant.

Other Business

Town Administrator Report:

- VT State Police Report:
 - The town recently received its first monthly set of officer duty reports as part of the VSP effort to provide detailed information on trooper activities in town under our 40 hour/month contract. Board members were pleased with the new report methodology.
- Central VT Cycling Tour:
 - The annual Central VT Cycling Tour, a benefit for Cross VT Trail, is scheduled for June 24, 2018; the event is hosted at Morse Farm, with multiple routes through East Montpelier, Calais, Woodbury, Middlesex, and Worcester.
- Concern Regarding Dodge Road/Connector Road Intersection:
 - The town has received a request to improve the Dodge Road intersection with the southern connector off of Vincent Flats Road due to the prevalence of close calls for cars going straight on Dodge Road. Road Foreman Perry will be directed to review the situation with an eye toward updating and possibly relocating the existing yield sign on the connector road.
- Update on Church Street Lights:
 - Washington Electric Cooperative has installed LED bulbs in all four streetlights along Church Street. The town purchased the bulbs for a total of \$390 and should receive Efficiency VT rebates that will drop the overall cost below \$200.
- Meeting Schedule:

○ May 8 th	6:00 pm	Inaugural meeting of Central VT Internet
○ May 14 th	6:30 pm	Selectboard hearing on draft 2018 town plan
	7:30 pm	Selectboard special meeting
○ May 21 st	6:30 pm	Regular Selectboard meeting
○ June 4 th	6:30 pm	Selectboard hearing on draft 2018 town plan
	7:30 pm	Selectboard regular meeting

Zoning Administrator Report:

- 3 new permit applications since the April 23rd board meeting; 11 total in 2018 to this point.
- No upcoming DRB meeting is scheduled at this time.

Motion: To adjourn. Made by Ms. Willis; second by Mr. Troia. Passed unanimously.
Meeting adjourned 10:20 p.m.

Respectfully submitted by Bruce Johnson, Town Administrator