

Selectboard Memo
July 9, 2018 SB Meeting

Additions to Agenda:

- **Certification of Town Clerk and Assistant Town Clerk Appointments**
 - Board members need to sign forms certifying the June 18, 2018 appointments

Proposed Recreation Field Entrance/Parking Lot Area Improvement Project

- **Consideration of Letter of Support & Grant Submission**
 - The Recreation Board would like to move forward with a grant application to the VT Recreational Facilities Grant Program, due July 31st; maximum grant \$25,000 with an equivalent town cash match; G. M. Bowen Excavating has provided an estimate for clearing/reclaiming the entrance -- \$13,841.68 (not including landscaping, fencing, design, survey)
 - SB should review the draft letter of support and consider approval; Planning Commission has already provided a letter of support

Discussion with Revolving Loan Advisory Committee

- Chair Gabrielle Malina will provide an update on the RLAC's plans

Discussion on Future Capital Projects Questionnaire

The committee annually requests town entities to list potential projects to allow the committee to properly plan for the projects; possible projects for the board to include:

- Potential real property transactions in EM Village area
- LaPerle Farm Property projects
- Highway Department
 - Sidewalk maintenance equipment
 - Increased equipment and material storage capacity at the town garage
 - Paving of Carleton Blvd, part past NCFCU to Sandy Pines or entire road
 - Hydroseeder
- EM Village sidewalk project
 - As discussed last year, expected increase in project cost to around \$700,000 from \$490,000; town match will increase from \$49,000; total match may reach \$90,000

Consideration of Certificate of Deposit Applications

- Treasurer Welch requests that the board authorize the purchase of two 18-month, 2.50% interest rate certificates of deposit from Northfield Savings Bank:
 - \$155,000 – Capital Reserve Fund
 - \$71,725 – Cemetery Perpetual Care Fund
- If comfortable, the board need to formally adopt the standard Northfield Savings Bank corporate authorization resolution, with Treasurer Welch and Assistant Treasurer Sparrow as agents, for both cds

Consideration of Unclaimed Property Application to State

- The town is listed as the owner of \$185.99 in unclaimed funds on a VT Claim Form provided to the town by the VT State Treasurer's Office; the board should authorize Treasurer Welch to sign/submit form

Consideration of Process for Collection of Misapplied Property Tax Credits

- The town mistakenly double paid (once in September 2017 and then again in April-June 2018) state tax credits to town residents; these are situations where the state payment exceeds the total property tax due; total excess paid out equals \$1,968.03 (ranging from \$29.06 to \$861.28 in overpayments)

Consideration of VTrans Better Roads Grant Agreement

- The town received a VTrans Better Roads grant for an erosion control project on Snow Hill Road; the grant is for \$20,000 with a \$5,000 town match, which can be in-kind labor/equipment costs; the estimated project cost is \$29,000 and will be handled by the road crew; if comfortable, the board should authorize TA Johnson to sign the agreement

Consideration of Letter of Support for Friends of Coburn Pond Effort to Enforce Agreement on VTrans Wetlands Mitigation Project

- Renée Carpenter, leader of Friends of Coburn Pond, has requested a letter of support from both the SB & PC for the group's effort at encouraging a Natural Resources Board (Act 250) enforcement effort to require VTrans to honor the mediated settlement agreement reached during the wetlands mitigation project's Act 250 permit process
 - The PC will consider the SB-approved letter at its July 19th meeting

Consideration of EMSLI Letter of Support

- EMSLI has requested a board letter showing support for the senior housing initiative in general and the possible use of the Old LaPerle Farm property in specific

Consideration of Lease Addendum to Fairmont Farm, Inc. Solar Facility Lease at Lyle Young Farm Location

- Fairmont Farm has entered into a solar facility lease with Solar Sense VT; solar panels will be installed on barn roofs at the Lyle Young, Lylehaven, and Hall farm locations
- The Lyle Young location is the subject of a conservation easement with VT Land Trust, VT Agency of Agriculture, VHCB, and the town as holders; the terms of the easement require the holders to sign off on the solar lease; VLT has signed for itself and VHCB & Agency of Ag; the board needs to decide if the town will sign and, if so, authorize TA Johnson to do so

Discussion on Tenant Farmer Concern at 918 County Road

- The old Morse Farm complex has an ongoing tenant farmer dispute; the tenant, occasionally living in an RV at the site, has been evicted; there is a concern regarding the livestock (pigs, sheep, donkey)

Consideration of Engagement Letter with Attorney Jim Barlow for Tax Sale Proceedings

- The board authorized tax sale proceedings against 5 properties at its June 18th meeting; Attorney Jim Barlow has provided a letter of engagement to handle the 5 tax sale processes on the standard terms; one of the 5 properties has already been paid off (04-016.000; by a bank holding the mortgage); TA Johnson recommends adding 10-051.000 to the list of tax sale parcels; board should accept the letter of engagement and authorize TA Johnson (as collector of delinquent taxes) to complete the agreement

Consideration of Highway Notice of Intent for the Municipal Roads General Permit

- The first mandatory step in the long-awaited Municipal Roads General Permit process is finally upon us; the town must submit a Notice of Intent to be covered under the state's general permit; there is a \$240 fee; next year the application review fee (\$400) and the first annual permit fee (currently \$1,350) kick in; the board should authorize TA Johnson to sign/submit the NOI

Town Administrator Report

- Education Tax Rates as Provided by the VT Department of Taxes:
 - Homestead tax rate: 1.9218
 - Non-residential tax rate: 1.6488
- Preliminary 2018/19 Property Tax Rate Update:
 - Homestead rate: 2.5323; up from 2.5045 (2.78 cents; 1.1%)
 - Non-residential rate: 2.2593; up from 2.2192 (4.01 cents; 1.8%)
 - Expect the rates to rise slightly (\$0.0010 or less) as the grand list is adjusted to match the results of the grievance process; rates will be set at the August 7, 2018 board meeting
- Meeting Schedule:
 - July 19th 7:00 pm Anticipated EMFD quarterly presentation at the ESF
 - July 23rd 6:30 pm "Special" regular Selectboard meeting
 - August 6th 6:30 pm Regular Selectboard meeting

Zoning Administrator Report

- 4 new applications since the June 18th SB meeting; 28 total so far this year
- The next DRB meeting is scheduled for July 10, 2018; one hearing for a setback variance request to construct a carport at 1420 North Street