

Selectboard Memo
August 6, 2018 SB Meeting

Additions to Agenda:

➤ **Consideration of EM Park 'n Ride Written Order No. 1**

- VTrans, through its attorneys, has developed a formal order that it wants to go out under town letterhead (the town is the lead on all park 'n ride construction contracts); if the board is comfortable with the order, it should authorize TA Johnson to sign

Conversation with VT Senate Candidate Andrew Perchlik

- Mr. Perchlik will be here for a short meet-and-greet session

Setting of the 2018/2019 Property Tax Rates

- See tax worksheet and Listers 411 document
- Grand list is rounded at \$3,034,000.00; up \$35,000 (1.2%) from last year
 - Reason for the rounding is the expected loss of grand list value as the final clean-up of the grand list occurs in the coming week; actual number right now is \$3,034,595.44
- Resident (homestead) tax rate: 2.5329; up 0.0284 (1.1%) from last year
- Non-resident tax rate: 2.2599; up 0.2599 (1.8%) from last year
- Need motion to set the 2018/19 property tax rates

Consideration of Homestead Filing Penalty Waiver

- 32 VSA §5410 sets a penalty for late filing of homestead declaration (i.e., after April 15th); we are a town with a higher homestead rate, so the standard penalty is 8% if late in declaring homestead & 3% if incorrect in declaring homestead when should be non-residential
- Selectboard can decline to charge the penalty if so chooses; at this point we don't know how many properties are affected by the penalty for this upcoming tax year due to the ongoing confusion with the state's homestead reporting
- Board can also abate the penalty in cases of hardship under the following circumstances:
 - Full-time active military duty of declarant outside state
 - Serious illness or disability of declarant
 - Serious illness, disability, or death of immediate family member of declarant
 - Fire, flood, or other disaster
- Need to determine (by motion) if will/won't charge penalty

Review of Treasurer's Financial Management Questionnaire

- 24 VSA §872 requires the SB to review the town treasurer's financial management questionnaire (a form provided by the VT State Auditor), describing the town's internal financial control mechanisms
- If comfortable, the board should authorize Chair Gardner to sign the form

Discussion on Future Capital Projects Questionnaire

- The Capital Improvement 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 (ignoring the US Rte. 2 culvert aspect, which is at 100% state funding and expected to be handled by VTrans); town match will increase from \$49,000; total match may reach \$89,000

Discussion on Proposed Grand List Archive Preservation Project

- Town Clerk Laquerre has received a quote for the preservation of the grand list materials in the vault; the cost, \$63,000 to protect the pre-1987 lists, is substantial; the SB may want to consider a committee to

examine the land records needs, including the proposed but not-yet-undertaken digitization of the deed books back from 2000 (another costly project)

Consideration of Easement over Town-owned Hudson Parcel to Allow Crystal Springs Waterline Relocation

- As part of the EM Village sidewalk project the cross-US Rte. 2 culvert running from the Rolland property to the town-owned Hudson parcel needs to be replaced; prior to the replacement, the Crystal Springs waterline on the west side (Hudson parcel side) needs to be relocated onto the town property; a formal easement from the town to benefit the water system is required; the mylar of the easement plan is recorded in the land records already, as will the easement if approved
- If comfortable, SB should authorize TA Johnson to sign the easement

Consideration of Easement over Town-owned Hudson Parcel to Allow Construction of VTrans Cross-US Rte. 2 Culvert Replacement Project

- Another element of the culvert replacement: VTrans has taken over responsibility from the town for the project and, hence, needs right-of-way permission from the town and a waiver of any payments for the part of the Hudson parcel affected by the culvert project; much of the same territory will be used by the town for the sidewalk project's drainage components
- No formal paperwork needed – just the permission:
 - “Please acknowledge that the State and their contractor can access any Town controlled property needed for the culvert project and that the town waives their right to just compensation.”

Discussion on VCRD Vermont Community Leadership Summit

- The VT Council on Rural Development is offering one free slot at the October 1st VT Community Leadership Summit for a Selectboard-recommended established or emerging community leader

Access Permits

- **18-032; Coburn, 139 Daggett Road**
 - The Coburn family is looking at subdividing off a building lot for family use at its compound at 139 Daggett Road; a previously established curb cut (03-071) will be used, so the application is for a shift from single to multi-residential use; Road Foreman Perry recommends approval

Town Administrator Report

- Smith v. Montpelier & East Montpelier
 - The case against Montpelier has been dismissed – no duty owed to a non-resident; the case against EM is still alive as we weren't part of that motion to dismiss (we have our own, among other motions, but no decision as yet)
- Road Project Updates:
 - Quaker Road culvert replacement is underway; the road is closed through August 24, 2018
 - The VT Rte. 14 S temporary bridge will be closed August 8-10 and again during the week of August 13th mid-week for four days
- Meeting Schedule:

○ August 20 th	6:00 pm	Recreation Field site visit
	6:30 pm	Regular Selectboard meeting
○ September 10 th	6:30 pm	“Special” regular Selectboard meeting
○ October 1 st	6:30 pm	Regular Selectboard meeting

Zoning Administrator Report

- 2 new applications since the July 23rd SB meeting; 33 total so far this year
- The next DRB meeting is scheduled for August 7, 2018; two formal hearings and three reviews; the first hearing: Washington County Mental Health Services is proposing to change the use of its group home parcel at 225 VT Rte. 14 S to a maintenance/office facility, removing the existing structures and constructing a nearly 12,000 sq. ft. building; the second hearing involves the re-establishment of a used car sales & service use on the Crossroads Garage parcel, 2952 US Rte. 2