

**Selectboard Memo**  
**May 20, 2019 SB Meeting**

**Additions (or otherwise) to Agenda:**

- **Special Event Liquor Permit for Twin Valley Seniors**
  - June 21<sup>st</sup> open house (5-7 p.m.) at the senior center, 4583 US Rte. 2

**EM Hazard Mitigation Plan Development**

**Jonathan DeLaBruere, CVRPC Assistant Planner**  
**Meast Montpelier Emergency Management Committee**

- The actions tonight include finalizing the mitigation strategies table (the list of projects to accomplish over the next five years), including target timelines and grant options for the chosen projects; the group should also be looking at the 2010 Winooski River Corridor Plan to gauge whether any of the suggested actions in the plan should be incorporated into our hazard mitigation plan, as they were for the 2013 HMP

**Conversation with Town Constable Sandy Conti**

- Constable Conti is unable to attend

**Delinquent Tax Report and Discussion on Collection Process**

- May 15<sup>th</sup> was the deadline for Tax Year 18/19 tax payments; the delinquent tax warrant prepared by Town Treasurer Welch shows \$183,043 remained unpaid at the deadline, compared to \$152,000 last year and \$168,607 in 2017; current status as of May 20<sup>th</sup> is \$166,128 outstanding principal for Tax Year 18/19
- The total all years, including interest and fees, delinquent tax as of May 15<sup>th</sup> is \$243,280; in 2018 it was \$229,590; in 2017 it was \$243,623
- The board should review & refine the delinquent tax collection policy for the current year; it also needs to decide how to handle tax agreements and determine the standards for which properties will be taken to tax sale

**Consideration of Contract with Brandy Saxton/PlaceSense: 2019 Municipal Planning Grant Consultant**

- The Planning Commission would like to use consultant Brandy Saxton for the 2019 MPG, essentially as a continuation of her service as consultant under the current 2018 MPG; this contract is for \$8,000 – the existing contract is for \$25,750 and has been fully expended
- If comfortable, the SB should authorize TA Johnson to sign the contract

**Discussion on Planning Commission's Zoning Update Project**

- PC will hold three open houses in June targeting the zoning district changes in specific areas, all at the ESF, 7:00 p.m. start times: June 6<sup>th</sup> on village/neighborhood zones; June 20<sup>th</sup> on rural zones; and June 27<sup>th</sup> on business districts

**Discussion on Town Employee Northeast Delta Dental Plan**

- The dental plan is run on a fiscal year, so the new plan starts July 1<sup>st</sup>; no major changes this year (we added at-employee-cost dependent coverage two years ago along with child orthodontic coverage); the cost is going up 3.39% to \$37.19/employee from \$35.97; contract auto-renews

**Consideration of Health Reimbursement Account Documents**

- The town's HRA is managed by Northeast Benefits Management LLC; since our plan was new in 2019, the formal documents were not in place prior to the plan start (no concern)
- The board should adopt the required resolution and authorize TA Johnson to complete the process

**Discussion on Town Office Maintenance & Potential Upgrades**

- The board discussed this at a previous meeting and wanted an opportunity to revisit the issue; the general concept is that the last building upgrades, done in the late '80s, were designed to give the town 15 more years of building use; it's now been over 30 and the building is showing its age

### **Development of Selectboard's Summer Schedule**

- The calendar seems to be setting up 2 three-week meeting gaps, one in July (5 Mondays), and one in August (Labor Day); suggestion:
  - June 3 & 17; July 1 & 22 (Calais joint meeting); August 5/19 or August 12/26; September 9 & 23; back to normal for October 7 & 21

### **Discussion on Black Rock Quarry Proposal: Potential Executive Session**

- Follow-up discussion to the May 13<sup>th</sup> site visit to the quarry; board should decide if members want to meet with the Pelchucks

### **Town Administrator Report**

- Representative Jessup Update:
  - It appears that the town's association health plan through BRS will be an option in 2020, so long as there isn't a shift in the federal regulatory scheme
- Update on 2019/20 Tax Rate Setting:
  - There is doubt as to when we will know the education rates for Tax Year 2019/20
    - If the Washington Central Unified Union School District continues on track (budget vote in late June; budget approved; no petition for revote), the earliest the state would have approved tax rates for our use is mid-to-late August; all other scenarios are complete unknowns at this time due to legislative and judicial uncertainties
    - East Montpelier's first tax installment due date is November 15<sup>th</sup>; statute requires a minimum of 30 days between tax bill availability and due date; we have enough lag time built into our process to manage an early-to-mid September tax rate determination; other towns are not so lucky and are already considering multiple tax bill mailings
- Summer Town Office Schedule Development:
  - July 5<sup>th</sup> falls on a Friday this year; seems like a good opportunity to close the town offices
- Meeting Schedule:
  - May 21, 2019 7am – 7pm WCUUSD board member election at EMES
  - June 3, 2019 6:30 p.m. Selectboard regular meeting
  - June 17, 2019 6:30 p.m. Selectboard regular meeting
  - June 25, 2019 7am – 7pm Tentative date for WCUUSD budget vote at EMES

### **Zoning Administrator Report**

- 5 new applications since May 6<sup>th</sup> SB meeting; 26 applications so far in 2019
  - Two are on the report; the three awaiting Denise's return from vacation are two access permit applications for Cummings Road (a possible subdivision of Bill Kaplan's 10-acre lot on the east side of Cummings against County) and a home demolition/new home construction at 1975 VT Rte. 14 S
- Next DRB meeting will be held June 4, 2019; the warned hearing is for a PRD/master plan for the Leonard/Walrafen All Together Now complex on Cherry Tree Hill Road

### **Personnel Matters: Potential Executive Session**