

**Selectboard Memo**  
**July 22, 2019 SB Meeting**

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

- **Consideration of VTrans Better Roads Grant Agreement for Horn of the Moon Road Project**

**Consideration of Draft EM Hazard Mitigation Plan**

- The draft is considered complete and ready for approval; if the SB approves the document, the next step is to submit it to Vermont Emergency Management for review; once any tweaks are completed, the document then goes to FEMA for review; once through that step, the plan returns to the SB for the formal adoption process, at which point it goes back to FEMA for formal approval

**Conversation with Planning Commission on Zoning Update: Julie Potter, PC Chair**

- Ms. Potter will be here to continue discussion on the recent series of PC open houses on the proposed zoning districts; her focus will be on the June 27<sup>th</sup> topic – the business districts
- Karen Saudek has submitted a letter regarding the zoning update project that she asked be shared both with the PC and SB

**Consideration of Potential Application for State “Village Center” Designation for North Montpelier**

- North Montpelier Village is moving into a period of change and a potential state village center designation opens up some financial opportunities that might otherwise not be available; Ms. Potter has been instrumental in developing this application, working with CVRPC to refine a viable map and overall application; Richard Amore, the state handler of these applications, has walked the village and provided additional assistance in the development of the application
- The SB’s role is to authorize the application in a couple of ways: approve the general concept; authorize TA Johnson to notify our regional organizations of the forthcoming application; and, adopting a resolution authorizing the application and allowing TA Johnson to complete the application process

**Consideration of 2019 EM Town Road & Bridge Standards**

- VTrans has produced new municipal road & bridge standards to blend the normal VTrans mandates with the ANR Municipal General Roads Permit expectations; this is the first new set of standards since the 2013 version, which was adopted as is by the town; VTrans is requesting that the new standards be adopted by August 1<sup>st</sup>; very little has changed in the road standards (if you used a 15” culvert as the standard drive culvert, you still can; if you expect 15” of sub-base for a paved road, you still can, etc.) except for the elements that tie the general permit to the standards; the new stormwater methodologies, which are mandatory for any hydrologically connected road segment (about half of our road mileage), could and probably should be used on all roads, but it is optional; our VTrans operational handler (the person we go to for help), Shauna Clifford, was instrumental in developing the standards and recommends adoption wholesale (i.e., answer “yes” to all the questions); Road Foreman Perry is in agreement; adoption of the new standards is required for the “bonus” element of VTrans & FEMA funding
- If comfortable, the board should adopt the standards; all members should sign the document

**Consideration of Town Submission of Curb Cut Application to Benefit EMFD Dry Hydrant Installation on Codling Road**

- The dry hydrant project is moving forward; the DRB granted conditional use approval for the work in the floodplain and the state wetlands division determined that there is no wetlands involvement; now there needs to be a curb cut for the access drive; if SB is comfortable, it should provide after-the-fact approval of the curb submission by TA Johnson

**Consideration of Grant Application For Proposed Recreation Field Improvement Project**

- The Recreation Board is trying once again to get funding through the Recreation Facilities Grant Program for recreation field complex improvements, including the entrance drive element already authorized by the SB; grant is due by July 31, 2019; this year the Rec Board is requesting \$9,111.06, matched by the \$17,000 the SB committed to the entrance drive aspect last October
- SB should review the draft letter of support and consider approval; if comfortable, the SB should also authorize Rec Board vice-chair Paul Winters to submit the application

### **Discussion on EMFD Topics Prior to August 8, 2019 Joint Meeting**

- **Potential Shift in Ownership Interest of ESF [Possible Executive Session]**
  - See email from Denise Wheeler, Calais SB chair
- **EMFD Budget and Staffing Concerns**
  - Focus remains on how to manage ambulance service staffing costs, with a broader concern being the best paths forward for the two towns, either jointly or individually, to provide emergency services to their communities

### **Consideration of CAI Technologies WebGIS Support Contract**

- This is the first year of the post-site construction era for the town's online map that includes lister assessment data along with the standard mapping elements; the support agreement's cost is \$2,400, the same price as paid last year as part of the total map development cost
- If comfortable, board should approve agreement and sign both copies

### **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

### **Certification of Town Clerk and Assistant Town Clerk Appointments**

- Board members should sign forms certifying the June 17, 2018 appointments

### **Appointments:**

- **2<sup>nd</sup> Animal Control Officer**
  - Amber Perry has volunteered for the position

### **Access Permits:**

- **19-036; Town of East Montpelier; Codling Road Dry Hydrant**

### **Town Administrator Report**

- Zoning Enforcement Concerns:
  - Junkyard on Clark Road
  - Excessive Housing on Dillon Road
- General Updates:
  - Alice Dworkin has stepped down from the DRB
  - VLCT is offering to send its advocacy staff to an SB meeting – any interest?
  - Litter control options at Park 'n Ride seem limited; VTrans advises against installing trash bins
- State Police Contract Update:
  - Traffic stop led to find of 68 grams of crack cocaine at Fair Road property
- 2019/20 Tax Rate Update:
  - At this point (27 days into the 30-day statutory period) there is no known petition effort to upset the WCUUSD budget vote
  - We have been informed that the AOE and Department of Taxes intend to move quickly once the deadline has passed; it is possible that the education rates will be set by early next week – in time to handle tax rate setting at the SB's August 5<sup>th</sup> meeting
- Meeting Schedule:

○ August 5, 2019	6:30 p.m.	Selectboard regular meeting
○ August 8, 2019	7:00 p.m.	EMFD budget status presentation at ESF
○ August 19, 2019	6:30 p.m.	Selectboard regular meeting
○ September 9, 2019	6:30 p.m.	Selectboard special meeting

### **Zoning Administrator Report**

- 2 new applications since July 1<sup>st</sup> SB meeting; 37 applications so far in 2019
- There will be no August DRB meeting; likely next meeting is September 3, 2019