

**Selectboard Memo**  
**January 6, 2020 SB Meeting**

**Additions to Agenda:**

- **Appointment of New Municipal Project Manager for East Montpelier Sidewalk Project**
  - Our current MPM (what used to be called the local project manager – LPM), Kevin Russell, has retired and essentially closed up operations; we are at the point where we'll be hiring a resident engineer/construction inspection services consultant, so the MPM position has few remaining duties beyond project finances; TA Johnson handled the MPM duties for the park 'n ride project and should be appointed to finish out the sidewalk project; Mr. Russell will still participate on a pro bono basis (he wants to see the project through to completion)
- **Consideration of Capital Reserve Fund Use for New Town Garage Grizzly (sand/gravel screen)**
  - The current screen has essentially dissolved; Road Foreman Perry has arranged with Morse Machine Shop in Worcester to fabricate a new one, which is expected to have a lifespan of 20-25 years, at a cost of around \$11,000
- **Consideration of Options for Maturing General Fund and Cemetery Perpetual Care CDs**

**Conversation with Friends of Coburn Pond on Potential 2020 Town Meeting Warning Funding Article**

- Renée Carpenter, director of the Friends of Coburn Pond organization, will be here to discuss the possibility of the Selectboard placing a \$25,000 (so Australian Ballot) funding article on the 2020 Warning in favor of Friends of Coburn Pond to support its mission

**Discussion with Recreation Board on the Proposed Electric Service Installation at the Recreation Field**

- The Recreation Board is requesting that electric service be added to the recreation field; WEC has developed a plan to bring power from EMES; electrician Jamie Laquerre is providing his time at no charge; the road crew will run conduit from EMES to the field; approximate total cost is \$2,000 for the WEC service work and under \$1,400 for hardware
- If comfortable, board should authorize TA Johnson to complete paperwork with WEC

**Town Treasurer Report: Don Welch**

**Road Foreman Report: Guthrie Perry**

- **Consideration of Purchase of 2019 John Deere Grader**
  - \$301,500, including \$50,000 trade of existing grader
- **Budget Related Items:**
  - Add boot allowance
  - Increase salt line
    - Responsible for more pavement – Park 'n Ride; Carleton Blvd
- **Discuss upcoming sidewalk maintenance plan**

**Discussion on FY2021 Budget Development: Highway Operations (and more)**

- The town's CLA dropped to 93.82% from 95.32%; this will create a slightly increased upward pressure on the 2020/21 education tax rate
- The CLA drop will also push our projected Washington County tax up slightly; the annual Washington County budget meeting is set for January 28<sup>th</sup>, 3 p.m. at the clerk's office in Montpelier
- Cemetery Committee has submitted a budget with a significant increase, mostly for maintenance activities

**Discussion on Emergency Services Provider Merger Options**

- Calais is pondering ways to bring the Woodbury and East Montpelier Fire Departments together; VLCT includes emergency services consolidation/regionalization in its annual pre-legislative session highlights

**Discussion on FY2021 Budget Development: EMFD/Emergency Services Budget**

Service	Calais		East Montpelier		Total	
	FY2021 Request	% Increase over FY20	FY2021 Request	% Increase over FY20	FY2021 Request	% Increase over FY20
Fire	\$ 64,898	4.3%	\$129,796	4.3%	\$194,694	4.3%
Ambulance	\$ 82,620	10.3%	\$165,241	10.3%	\$247,861	10.3%

**Town Total    \$147,518            7.6%            \$295,037            7.6%            \$442,555            7.6%**

The ambulance service budget includes other revenue items: contracted amounts from Plainfield (\$52,062, up 3% from FY2020) and Marshfield (\$42,436, up 3%) plus \$15,000 (down \$3,000) from off-the-top EMFD ambulance service revenue.

**Total FY2021 Ambulance Service Budget:    \$357,359 (up 6.9% from FY2020)**

**Total FY2021 All Services Budget:            \$552,053 (up 5.9% from FY2020)**

- At the December 16, 2019 joint meeting with Calais the boards tentatively agreed to pursue a ambulance service funding level that would support full 24/7 2-person ambulance staffing; the details on how quickly to reach that funding level and exactly what the acceptable service budgets are for FY2021 are still up in the air; Calais is meeting on January 9<sup>th</sup> to discuss the issue; based on the previous discussion, if the boards decide to use \$150,000 as the target figure necessary to reach full staffing over a 3-year period, a 25% first year input (using a 25, 25, 50 3-year concept) would cost EM \$25,000 (about 0.83 cents on the tax rate) and a 33.3% first year (equal one-thirds for 3 years) would cost \$33,333 (about 1.1 cents)

#### **Discussion on 2020 Town Meeting Warning**

- The draft warning includes potential articles still under consideration:
  - The shift of the constable from an elected to an appointed position;
  - Town authorization to create a conservation commission; and,
  - \$25,000 funding article for Friends of Coburn Pond
- The EM Signpost, EM Trails, and Conservation Fund draft articles have been zeroed out as the organizations responsible are requesting no funding for FY2021; the question is whether the board feels it is appropriate to completely drop off the warning one year and come back the next for funding
- Four Corners Schoolhouse Association is requesting a level-funded \$4,000 appropriation for FY2021

#### **Development of 2019 Selectboard Report for Annual Report**

- The board needs to determine desired topics to include in the report

#### **Consideration of Avenu Proposal to Digitize Land Records from Current End Point in 2000 back to 1988**

- Avenu has provided a quote of \$18,890.70 to digitize and index the land records

#### **Consideration of Application to the Vermont Emerald Ash Borer Management Grant Program**

- The Resilient Roads Committee is completing a grant application to support the pilot ash tree removal project planned for the Gallison Hill Road area; \$15,000 grant with a \$15,000 match (combined in kind and cash); if the Selectboard is comfortable with the concept, members should authorize TA Johnson to submit the application after the committee is done tweaking it

#### **Town Administrator Report**

- Update on East Montpelier Village Sidewalk Project:
  - On January 2, 2020 VTrans officially authorized the town to put the project out to bid, which is planned to occur on January 8<sup>th</sup>
  - Process for selection of construction inspection services provider should commence within next week; need one or two Selectboard members to participate in process
- Update on Prospective Purchase of Old LaPerle Farm Property by Marc Fontaine:
  - Necessary boundary adjustment to separate the farmhouse portion of the property (and merging it with the Hodgeman parcel) is in process; no official communication with Mr. Fontaine
- Meeting Schedule:
 

○ January 13, 2020	6:00 pm	Public forum and hearing on EAB plan at U-32 Tree warden and Rural Roads Committee
○ January 14, 2020	6:30 pm	BCA meeting
○ January 20, 2020	6:30 pm	Selectboard regular meeting
○ January 27, 2020	6:30 pm	Tentative Selectboard special meeting

#### **Zoning Administrator Report**

- No new applications since the December 16<sup>th</sup> SB meeting; 65 total applications in 2019
- No scheduled upcoming DRB meeting at this point