

Selectboard Memo
December 16, 2019 SB Meeting

Additions to Agenda:

- **EMFD Request for ESF Bond Fund Use to Purchase Updated Wood Pellet Boiler Controller**

Budget Discussion: GMT/Route 2 Commuter Bus

Jenn Wood, GMT Public Affairs & Community Relations Manager

- GMT is requesting \$8,333 for FY2020, no change from FY2020; discussion is likely to include the potential for cost increases in the future
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2020 Town Meeting Warning

Budget Discussion: Central VT Home Health & Hospice

Sandy Rouse, CVHHH President & CEO

- CVHHH is requesting \$6,000 for FY2021, no change from FY2020; the intent is to collect about \$2.33/capita
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2020 Town Meeting Warning

Budget Discussion: Montpelier Senior Activity Center

Janna Clar, MSAC Director

Becca Jordan, Communications & Development Coordinator, Montpelier Community Services Department

- MSAC is requesting \$9,000 for FY2020, up \$1,000 from FY2020
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2020 Town Meeting Warning

Budget Discussion: Kellogg-Hubbard Library

Carolyn Brennan, KHL Co-Director, Library Director

Lindy Biggs, Town Representative

- KHL is requesting \$42,022 for FY2021, no change from FY2020
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2020 Town Meeting Warning

Budget Discussion: Twin Valley Seniors, Inc.

Rita Copeland, Executive Director of Twin Valley Seniors

- The Funding Request Study Committee is recommending that the board set a separate article for Twin Valley Seniors in the amount of \$5,000; this amount is actually \$500 more than the organization requested for FY2021 and reflects the committee's judgment after meeting directly with the organization
- Bottom line purpose of discussion is to determine if board will allow the requested article to be placed on the 2020 Town Meeting Warning

Presentation of Funding Request Study Committee Report

- A number of changes from the FY2020 appropriations:
 - Twin Valley Seniors, Inc. removed from the article;
 - Two new organizations:
 - Central VT Disaster Animal Response Team (CVDART) at \$200
 - Rural Community Transportation (RCT) at \$1,000
 - Two known organizations with changes:
 - Home Share Now has been replaced by HomeShare Vermont; the central VT organization essentially was folded into the Chittenden County-area organization; same service, new Montpelier office, same funding level

- The Winooski Natural Resources Conservation District requested funding for the first time in many years; WNRCD is handling a stormwater project at Morse Farm; the recommended appropriation is \$500
 - VCIL (\$300, up from \$250) and VT Family Network (\$200, up from \$100) received small increases
- Total \$21,541, down 9.1% from last year's \$23,691 – with Twin Valley Seniors removed from the process
- If comfortable, board should accept report and set a funding request article for 2021 Town Meeting at the stated appropriation level

Presentation of FY2021 Capital Improvement Committee Plan

- Capital Improvement Committee is presenting an updated, for FY2021, plan for anticipated capital expenditures over the foreseeable future; committee is recommending an increased Capital Reserve Fund budget line (\$446,634) for FY2021, up from \$435,234 (2.6%); the increase is due to the addition of \$10,000 to the Opportunity Fund to better reflect local matches for grants and the inclusion of a replacement line for the hydroseeder and associated trailer
- If comfortable, board should adopt plan

Presentation of FY2019 Financial Audit

- Final FY2019 external audit has been received & posted to website as statutorily required; no “material weakness” found; one significant deficiency related to the mistaken placement of an FY2020 invoice as an FY2019 expense

Presentation of Proposal for FY2020 Financial Audit

- Sullivan Powers has submitted a proposal to do the town's FY2020 external audit for \$14,800, an increase of \$200 over the FY2019 audit base cost of \$14,600 (1.3%); the agreement has a three-year component if desired, with the FY2021 audit at \$15,100 and FY2022 at \$15,400 (both approximately 2% increases); we have used Sullivan Powers for the past six years
- Board should decide whether to accept the agreement and at what time length; if accepted, the agreement (2 sets) requires board signatures

Special Joint Meeting with the Calais Selectboard to Discuss EMFD FY2021 Ambulance & Emergency Services Budget Request

- The two boards will consider the East Montpelier Fire Department's FY2021 budget request:

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)

- Chair Gardner intends to float a proposal that would fully fund staffing within a fixed period (perhaps three years), put the bulk of ambulance revenue to the staffing line, and limit funding of the EMFD capital reserve fund to ensure that major purchases (at a minimum, major fire purchases) are put to a town vote at town meeting

- Toby Talbot has put forth a request to have the bond reminder fund used to purchase an updated controller for the wood pellet boiler; cost is \$837; fund currently sits at approximately \$13,750

Preliminary Discussion on FY2021 Budget Development

- The not very pretty draft budget anticipates a north of 5% increase overall (3 cent increase in the municipal tax rate)
 - Revenues down 5% due to the removal of the EMES treasurer payment (\$9k), the normal decrease in the Calais bond interest payment, and a decrease in traffic fines to match our new reality (drop from \$9k to \$1k)
 - Expenses up 3.5%, driven by \$20k+ increases in health insurance and EMFD
- The highway budget aspect will be discussed at the January 6, 2020 board meeting

Preliminary Discussion on 2020 Town Meeting Warning

- The very preliminary 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
 - Town authorization to sell a portion of the town-owned Old LaPerle Farm parcel; and,
 - Numerous funding articles, including the addition of Twin Valley Seniors as a standalone article and the reappearance of an article benefitting Cross VT Trail
- A request for a stand-alone article supporting Friends of Coburn Pond is tentatively scheduled to be the subject of an agenda item for the January 6th board meeting; the concept is to provide the local match for a significant grant proposal in support of the Coburn Pond recreation use

Consideration of Sale of LaPerle Farm Parcel

- The town received no feedback based on the notice of a potential sale of the eastern portion of the town-owned Old LaPerle Farm Property to Marc Fontaine; board needs to determine next steps in this process

Consideration of VTrans Mallory Brook/Center Road Culvert Replacement Study Grant Amendment

- The town received the requested grant amendment from \$12,000 to \$40,000 (\$36,000 in state funds) for the engineering study of the culvert replacement
- If comfortable, board should authorize TA Johnson to complete agreement

Consideration of Adding Electric Service at 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 \$1,000 for hardware
- If comfortable, board should authorize TA Johnson to complete paperwork with WEC

Listers Errors & Omissions: Washington Electric Cooperative

- WEC has submitted an updated value for its infrastructure which requires the town to update WEC's assessment for Tax Year 2019/20; to change the grand list at this point requires Selectboard authorization; the listers request the board authorize the change, which adds \$119,700 to the value of the infrastructure and \$1,197 to the grand list
- If in agreement, board members should sign the form

Rural Road Vegetation Assessments PAC Issues:

- **Consideration of Committee Name Change**
 - The committee name is both a mouthful and no longer reflects its broadened mission; possible alternatives are:
 - Resilient Roads Committee

- Resilient Roadways Committee
- Resilient Roadsides Committee
- **Consideration of Change of Selectboard Member on Committee**
 - Chair Gardner is willing to cede his seat to Mr. Etnier

Town Administrator Report

- Kim Kendall has accepted appointment as the town's representative on the Wrightsville Beach Recreation District board
- Meeting Schedule:

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

Zoning Administrator Report

- No new application since the December 2nd SB meeting; 65 total so far this year
- No scheduled DRB meeting in January at this point