

Selectboard Memo
January 20, 2020 SB Meeting

Additions to Agenda:

- **Naming of Private Road for E-911 Purposes Due to 3 Addresses on One Driveway**
 - Marc Fontaine now has three distinct elements at his drive on VT Rte. 14 N – 624 (the business); 628 (his residence); and the tiny home
 - E-911 regulations and our addressing ordinance require a road name for any drive with three or more addresses; Marc would like to utilize “Fontaine Lane”

Consideration of Recreation Board’s Proposal to Install Electric Service 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
- Catamount Solar has reviewed the concept for possible off or on grid solar; the off grid cost is estimated to be \$20-25,000 plus there are questions as to location of necessary panels &/or charging of batteries by auxiliary generator; Catamount recommended connecting to WEC and exploring net metering options
- If comfortable, board should authorize TA Johnson to complete paperwork with WEC

Consideration of 2020 Annual Certificate of Highway Mileage

- This is the standard update of town road mileage for VTrans; no changes this year
- SB members need to approve and sign the certificate

Consideration of Letter of Support for Fairmont Dairy Grant Application

- Fairmont Farm is applying for a Working Lands Enterprise Initiative Grant Program business grant for funding to install a robotic milking machine at the old Lylehaven Farm main facility owned by Fairmont Dairy; Fairmont has requested a letter of support from the town
- If comfortable, board should authorize Chair Gardner to sign the letter

Consideration of Capital Reserve Fund Use for Purchase of Mower for Cemetery Property Maintenance

- The use of up to \$10,000 from the Capital Reserve Fund to purchase a new zero-turn mower and compatible trailer was authorized by the board at its January 6th meeting; this particular item wasn’t included on the agenda, nor was it added – essentially it came up as part of the FY2021 budget discussion on the Cemetery Committee’s needs; to conform with standard Open Meeting Law expectations, the board should reopen the discussion on the proposed purchase and, if so inclined, ratify the prior decision

Discussion on FY2021 EMFD Operating Budget Levels

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	\$ 95,120	27.0%	\$190,241	27.0%	\$285,361	27.0%
Town Total	\$160,018	16.7%	\$320,037	16.7%	\$480,055	16.7%

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: \$394,859 (up 18.1% from FY2020)

Total FY2021 All Services Budget: \$589,553 (up 13.1% from FY2020)

- The Calais Selectboard has included the Calais figures listed above in its proposed FY2021 budget; this is following the 25%/25%/50% 3-year concept to bring the ambulance service salary lines to a level that will allow full 24/7 2-person ambulance staffing with per diem employees; this would be year 1 of the plan, so the first of the two planned 25% increases

Discussion on & Potential Adoption of FY2021 Budget

- Assuming the board has made a final decision on the EMFD budget requests, all expected information is now in; the board should review the numbers and determine whether it is comfortable in adopting the FY2021 budget; if desired, board can push the adoption decision to a special meeting held on January 27th

Discussion on & Potential Adoption of 2020 Town Meeting Warning

- **Discussion on Proposed Friends of Coburn Pond Article**
 - Board postponed final action on this request to put a \$25,000 funding article benefitting the organization on the warning; Renée Carpenter has provided additional supporting information
- Update on Candidacies:
 - Selectboard (3-year, 2-year & 1 of 2-year terms)
 - Casey Northrup is running for election to the 3-year seat
 - Jon Jewett is running for election to the 2-year seat
 - Amy Willis is running for election to the 1 of 2-year seat
 - Planning Commission (3 3-year terms)
 - Scott Hess, Siu Tip Lam & Clarice Cutler are running for reelection
 - Town Moderator (1-year term)
 - Michael Duane is running for reelection
 - 1st Constable (1-year term)
 - Jon Boucher is running for reelection
 - 2nd Constable (if board so decides; 1-year term)
 - Lister (3-year term)
 - Rob Chickering is running for reelection
 - Auditor (3-year term)
 - Carla Occaso is running for reelection
 - WCUUSD School Director (new 3-year EM seat):
 - Stephen Looke is running for election
- No petition article was submitted by the January 16, 2020 deadline
- The draft final warning updates:
 - The Conservation Commission article has been placed at the tail end of the warning as Article 13
 - The “Other Non-Binding Business” Article has the issue of town forum as the only element
- If the budget has been adopted and the board is otherwise ready, board can adopt and sign the warning; decision can be postponed in favor of holding a special meeting on January 27th

Development of 2019 Selectboard Report for Annual Report

- Board should review the draft report, make edits, and finalize the document

Consideration of EM Signpost Town Meeting Issue Article

- Board should determine if it wants to submit an article for the Signpost March issue that comes out right before Town Meeting Day; among other things, this would be an opportunity to acknowledge the decision not to put the appointment of the constable question on the warning and a chance to preview the town forum timing issue

Town Administrator Report

- Update on East Montpelier Village Sidewalk Project:
 - Project is out to bid; bids due February 6th; Selectboard will be presented with the design engineer's (Dubois & King) formal recommendation on February 17th
- Meeting Schedule:

○ January 27, 2020	6:30 pm	Tentative Selectboard special meeting (if necessary)
○ February 3, 2020	6:30 pm	Selectboard regular meeting
○ February 17, 2020	6:30 pm	Selectboard regular meeting

Zoning Administrator Report

- No new applications since the January 6th SB meeting; 0 applications in 2020
- No scheduled upcoming DRB meeting at this point