

**Selectboard Memo**  
**March 16, 2020 SB Meeting**

**Additions to Agenda**

- **Personnel Matters: Town Clerk Leave Bonus For Holiday & Weekend Election Work**
  - **Potential Executive Session:** If desired/necessary, board can enter executive session under 1 V.S.A. §313(a)(3) to discuss employment-related issues
- **[Deletion]: State Police Community Advisory Board Report**

**Discussion with Vermont State Police; Consideration of 2019 State Police Contract**

- Middlesex Barracks Commander: Lt. David White
- EM contact/contract manager: Sgt. Charles Winn
- New contract will be for a one-year period, but only 20 hours/month instead of the regular 40 hours; \$75.69/hr, a 5.7% jump over last year's \$71.61
- We've been provided about one-third the contact time authorized under the current contract due to issues with trooper availability; at a meeting with Sgt. Winn on January 16, 2020, a plan was developed to try a 20 hour/month contract to see if trooper coverage ability improved
- Board should authorize Chair Gardner to sign contract

**State Police Community Advisory Board Report**

- Postponed

**Town Treasurer Report: Don Welch, Town Treasurer**

- TA Johnson will present a budget status update developed by Treasurer Welch

**Discussion on Town Management in Light of Covid-19: Town Health Officer Ginny Burley**

- Board should make some basic decisions:
  - To close the town offices to the public effective immediately and until further notice
    - The staff will be available to provide assistance by phone and email
    - Land research may occur by appointment only
  - To cancel all non-essential board/committee meetings and events
    - In particular, this would mean canceling the Easter Egg Hunt, scheduled for April 4<sup>th</sup> at the recreation field
    - Board should consider cancelation of its already-rescheduled March 30<sup>th</sup> meeting; the April 13<sup>th</sup> meeting should be held
  - To authorize leave flexibility to ensure the safety of office personnel – all of whom meet the definition for high risk
  - VLCT has put out an opinion that it is allowable for a town to waive the late dog registration fee (a statutory fee that stays with the town); Town Clerk Laquerre is requesting that the board authorize the waiver
- A concern circulating through EM and other communities is how to assist those in need; although the classic “good neighbor” concept remains the gold standard, some would like a more structured approach; there are model “I can help” or “I need help” documents that the town could put out to provide the relevant information; THO Burley & TSO Grossman are collecting offers and needs now
- Another topic that is starting to gain steam is the need for some sort of relaxation of late tax payment penalties; this is more of an FYI, as these are town voted penalties, so the only clean way to waive them is individually through the tax abatement process; more on this topic to come

**Discussion on Creation of Conservation Commission**

- Now that the town voters have authorized the creation of an EM Conservation Commission, the board needs to decide how to move this forward; in particular:
  - How large a commission (range from 3 to 9 members)

- Whether to simply create the commission and advertise for members, then allow the members to develop the policies & procedures for the commission (subject to SB approval), or to do the development work ahead of the creation
- Target timeframe for formal creation (now would not be the time in light of Covid-19)

### **Discussion on East Montpelier Hosting Autonomous Vehicle Testing by VTrans**

- VTrans is looking for towns in which to do testing; if the board has interest, it should designate the roads/road segments that may be used; this authorization can be modified/revoked at any time

### **Consideration of Resolution in Support of Community Transit Week 2020**

- CVRPC & GMT are asking towns to adopt resolutions in support of the May 2-8, 2020 Community Transit Week
- The planning hearings on the proposed changes to the GMT routes have been postponed due to Covid-19; the feedback process, however, is continuing – see notice

### **2020 Selectboard Organization**

- At a minimum, board needs to elect a chair and vice-chair
- Should also authorize a member to sign payroll warrants, payroll vendor warrants, and necessary expense warrants (when due dates don't align with meeting dates; rarely happens)

### **2020 Selectboard Rules of Transaction**

- See draft; no substantive changes from 2019 rules

### **2020 Town Meeting Review**

- 1,075 Australian Ballot voters (1,075 for primary; 1,046 for school district; 1,040 for town); 161 voters checked in at town meeting
- EM Signpost deadline is April 1<sup>st</sup> if there is interest in a follow-up article on 2020 Town Meeting

### **Consideration of Draft 2019 Town Meeting Minutes**

- See draft minutes prepared by Town Clerk Rosie Laquerre

### **Appointments: [Potential Executive Session]**

- **Consideration of Paul Eley to Fill Planning Commission Vacancy**
  - PC formally recommended Mr. Eley at its March 5, 2020 meeting
- **Consideration of Annual Appointments to Committees/Boards/Positions**

### **Town Administrator Report**

- Update on Proposed Sale of LaPerle Farm Parcel:
  - Essentially status quo: Mr. Fontaine is moving forward with the proposed purchase – he is currently developing a business plan for the possible development of the lot; Town Attorney Bjornlund is preparing deed for transfer
- Meeting Schedule:
 

○ March 30, 2020	6:30 pm	Selectboard “special” meeting
○ April 9, 2020	7:00 pm	EMFD budget review & update at ESF
○ April 13, 2020	6:30 pm	Selectboard “special” meeting
○ May 4, 2020	6:30 pm	Selectboard regular meeting

### **Zoning Administrator Report**

- 1 new application since the March 2<sup>nd</sup> SB meeting; 4 applications total in 2020
- There is no DRB meeting scheduled at this point