

Selectboard Memo
June 1, 2020 SB Meeting

Additions to the Agenda:

- **Consideration of Letter of Intent to Include Town's Revolving Loan Fund as Part of the State's Proposed Small Business Loan & Grant Program**
 - The Agency of Commerce & Community Development is seeking legislative approval for the Restate Vermont Loan and Grant Program; to enhance the pool of money for this program, ACCD is requesting that towns with revolving loan funds signal intent to participate; for a town like East Montpelier participation would be in the form of committing all or a portion of our available RLF cash (just under \$70,000); ACCD or its designees would handle the program mechanics, with the town only responsible for approval of the specific grants/loans that would utilize our fund
 - East Montpelier Revolving Loan Fund Advisor Becca Schrader notes that the town has no current projects utilizing the fund (Twin Valley Senior Center has hit its goal without our help; the Habitat for Humanity project is on long-term hold); she recommends supporting the ACCD program
 - If the board is in agreement, it should authorize TA Johnson to sign/submit the letter of intent
- **Update on Fontaine Purchase of Town-owned Old LaPerle Farm Parcel**
 - Due to some lingering issues with potential Act 250 jurisdiction, Mr. Fontaine is requesting that Pat Malone be allowed to step into his shoes (essentially complete the deal on the same terms); Mr. Malone will submit a purchase & sales agreement for the same \$200,000 cash price; he will include a deposit (town attorney will hold in escrow); he would like 30 days to complete his due diligence and 15 days thereafter to close
 - Due to the timeframe and Town Attorney Bjornlund's upcoming retirement, the town will need to utilize the services of a different attorney

Discussion on Town Management in Light of Covid-19

- The town office remains closed to the public, with researchers/attorneys allowed to access vault materials under the terms originally set up before all in-person actions were banned – one at a time and only by appointment from Town Clerk Laquerre; mandated protocols (masks; health survey; etc.) are in effect for such appointments
- Under the most recent of Governor Scott's reopening guidance, as of June 1st the town office could reopen to the public in a limited manner (restricted movement and numbers) to allow in-person contact with the front office while maintaining strict, permission-only access control for the vault/research areas and the rest of the building; the intent would be to use the front room for the public – contact with the clerk would be over the counter, which would now have a plexiglass panel; the board should consider amending its order to authorize limited public access as of a date certain, such as June 8th or 15th
- Ms. Sparrow would return to her normal location in the clerk's office, with some protective separation installed to offset the lack of proper spacing
- Although it may still be too early to implement, the board should also consider options for the resumption of in-person committee/board meetings

Conversation with CVSWMD General Manager Cathleen Gent

- Ms. Gent will be here to discuss the proposed household hazardous waste facility, upcoming events, and the state of CVSWMD in light of the Covid-19 pandemic, both in terms of activities and finances

Consideration of Town Credit Card for Assistant Sexton

- Tim Lamson, who is the Cemetery Committee chair and the lead cemetery maintenance person as well as assistant cemetery sexton, is having to utilize his own cash/credit card for expenses (with reimbursement by the town) due to the fact Elliott Morse, the town sexton, has had limited mobility under the Covid-19 restrictions; Elliott has a town credit card with a \$1,500 limit; Tim has requested a second cemetery card in his name, subject to the same limit; Elliott supports the request
- The card procurement is simple – Treasurer Welch submits a form; nothing formal is required from the board by People’s Bank; if the board is comfortable, a motion authorizing the card is sufficient

Appointments:

- **Funding Request Study Committee**
 - Proposed membership for FY2022:
 - FY2021 members Lindy Johnson, Sue Racanelli, Paul Erlbaum, Kate Rader & Jeanne Malachowski plus Ginny Callan & Sarah Kinter
 - Sandal Cate and Darci Coleman-Graves declined reappointment

Warrants

- **June 1, 2020 Regular Warrant for Approval**
 - Just like other recent warrants, this evening’s regular warrant needs to be approved as normal, which generally is shown by a quorum of board member signatures; given our current limitations, the board should once again approve the warrant and authorize Chair Gardner to sign to that effect

Town Administrator Report

- Update on EM Village Sidewalk Project:
 - The project is underway; this week will feature installation of drainage infrastructure
- Update on Town Officer Building Heat Pump:
 - Cacicio’s Heating will be installing the heat pump system over the next week; Cowan’s Electric will handle the electrical service components
- Meeting Schedule:
 - June 11, 2020 7:00 pm EMFD budget & service update at ESF
 - June 22, 2020 6:30 pm Selectboard “special” regular meeting
 - July 13, 2020 6:30 pm Selectboard “special” regular meeting

Zoning Administrator Report

- 4 new applications since the May 18th SB meeting; 17 total applications in 2020
- The next DRB meeting is scheduled for June 2, 2020; one warned hearing for a reconfiguration of the Northrup residential and business properties on US Rte. 2; two sketch plan reviews for subdivisions, the first for a 2-lot subdivision of the Fitch property along Fitch Road, and the second for a 3-lot subdivision of the Rogers property running along VT Rte. 214; in both cases the subdivisions are designed to create smaller lots around existing houses