

Selectboard Memo
October 5, 2020 SB Meeting

Additions to Agenda

- **Review of Draft FY2020 External Audit**
 - The draft audit has been received; no areas of significant concern; there are two “material weaknesses” in how we presented information to the auditors revolving around timing elements of grants, mostly dealing with the sidewalk project invoices and deferred revenue
- **Discussion on WEC Conceptual Proposal for Office Building Use**
 - Possible executive session under 1 V.S.A. §313(a)(2) for negotiating or securing of real estate purchase or lease options

Road Foreman Report

- **Consideration of EM Village Sidewalk Plowing Bids**
 - No bids were received
- **Discussion on Next Steps for Winter 2020/21 Sidewalk Plowing**
 - The board may want to authorize Road Foreman Perry to target specific contractors to see if a reasonable proposal can be elicited; Barre Town, which has utilized the same contractor for over a decade, pays a guaranteed monthly fee (5.5 months at \$4,460/mo for 1.81 miles of sidewalk)
- **Consideration of Winter Roads Policy**
 - Same language as last year; the sidewalk clause at the end still seems acceptable

Consideration of Letter of Intent to Participate in the FY2021 Municipal Roads Grants-in-Aid Program

- This is the fourth year of the program; last year’s grant paid for an erosion control/drainage improvement project on Codling Road; East Montpelier is eligible for \$11,300 in funding (plus a 20% town match, so total value of \$14,125) to implement best management practices on hydrologically connected segments of municipal roads
- To participate, the board must submit a letter of intent by October 31, 2020; board should authorize Chair Gardner to sign letter on behalf of board

Report from the VT League of Cities & Towns Annual Meetings

Jon Jewett, EM Delegate for the VLCT Annual Meetings

- See Mr. Jewett’s written report

Consideration of VLCT PACIF Membership Renewal

- The annual VLCT PACIF membership renewal is due October 9th; assuming the board wants to continue with the VLCT insurance program, the board should authorize TA Johnson to sign and submit the paperwork

Discussion on Town Management in Light of Covid-19

- Standard statement: There have been no changes since the board’s last meeting; 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
- Updates:
 - The ballot drop box is installed next to the base of the town office handicap ramp
 - The large format scanner is in house, but not yet installed
 - A new voting booth has been received for use at the general election

Discussion on Hasland Property: Potential Executive Session

- 3030 US Rte. 2; 14.2 acres with 3,318 sq. ft. commercial building (including finished basement area); 8 offices & 2 large meeting rooms; current assessment \$259,400
- Parcel includes Village Acres, the private road the town built to serve the fire station, and a large parking lot behind the building, also built by the town; EMFD, with town support, maintains the road; neither EMFD nor the town have deeded rights to the parking lot
- If board so desires, executive session would be under 1 V.S.A. §313(a)(2) for negotiating or securing of real estate purchase or lease options

Personnel Matters: Potential Executive Session

- Concern regarding the handling of a dog bite incident
- If board so desires, executive session would be under 1 V.S.A. §313(a)(3) for the evaluation of a public employee

Warrants

- **September 22, 2020 Special Warrant for Review**
 - This was a between-meeting warrant for town credit card & utility bills that came just after the last warrant and were due before today; no board action necessary
- **October 5, 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

- Speed Concerns on Brazier Road:
 - Complaints have come in over the past couple of weeks regarding speeding on the upper reach of Brazier Road – from the Brazier homestead to the final curve before Center Road
- Grants Update:
 - FY2021 Municipal Roads Grants-in-Aid Equipment Purchase Program:
 - Town has been awarded the requested \$6,400 to purchase the shoulder disks
 - FY2021 VTrans Structures & Paving Grant Applications:
 - VTrans announced today that both programs are canceled for FY2021; pending applications will be considered under the upcoming FY2022 program; the town applied for a paving grant on County Road
 - FY2021 VTrans Better Roads Grant Applications:
 - The award notices should be released in the near future; the town applied for two – one on Codling Road and one on County Road
- EM Sidewalk Project Update:
 - Town has been approved to stripe the crosswalk at the post office, which should happen on Wednesday (weather dependent); signage at the base of Quaker Road will be revised in the near future
- Meeting Schedule:
 - October 19, 2020 6:30 pm Selectboard regular meeting
 - November 2, 2020 6:30 pm Selectboard regular meeting

Zoning Administrator Report

- No new applications since the September 14th SB meeting; 45 total applications in 2020
- The next DRB meeting is on October 6, 2020; one hearing for a two-lot subdivision of the main Morse Farm property to separate the farmhouse from the barn and bulk of the property