

Minutes for the East Montpelier Selectboard

Approved 11/6/23

October 16, 2023 Selectboard Meeting

This meeting was held in-person at the Municipal building with a remote participation option using the Zoom conferencing platform.

SB Attendance: Chair Seth Gardner, Jon Jewett, Scott Hess, Town Administrator (“TA”) Gina Jenkins

Remote SB Attendance: Zoe Christiansen

In-Person Public Attendance: ORCA Media;

Remote Public Attendance: David Delcore, Times Argus

Chair Gardner called the meeting to order at 6:30 p.m.

Additions to the Agenda:

The Energy Committee provided the Memorandum of Agreement between The Vermont Department of Buildings and General Services (BGS) and Town of East Montpelier for the Provision of Municipal Energy Assessment Services Under the Municipal Energy Resilience Program (MERP).

Mr. Hess was contacted by an EM resident requesting that a post be submitted to Front Porch Forum to state that the assignment of Revolving Loan Funds to Downstreet included a stipulation that the funds be used in East Montpelier for 3 years.

Minutes: The board reviewed the draft minutes of the October 2, 2023 Board meeting and approved the minutes as presented.

Motion: To approve the minutes from the October 2, 2023 Board as presented. Made by Mr. Hess, second by Mr. Jewett. Passed unanimously.

Public Comment: None.

Discussion on 2024 Employee Health Insurance Options

The Hickok & Boardman 2024 health insurance options were presented for Selectboard review and approval. The rates are increasing 12.82%. The Selectboard discussed the rate increase and approved the options to be provided to the employees.

Motion: To offer all full- and part-time employees, in accordance with the personnel policy, 1.) 100% payment of the MVP Platinum plan; 2.) the option of either an MVP or a Blue Cross Blue Shield health insurance plan; 3.) a stipend equal to 50% of the single MVP Platinum plan in lieu of a health insurance plan. Made by Mr. Hess, second by Mr. Jewett. Passed unanimously.

Update on ARPA Funds

The Selectboard reviewed an update of ARPA spending to date and previously discussed future projects. The Selectboard agreed to post a message to Front Porch Forum seeking requests from East Montpelier nonprofit organizations for assistance as follows: “Please get the word out! The East Montpelier Selectboard is accepting requests from East Montpelier non-profit organizations for ARPA eligible program support. If you are an East Montpelier non-profit organization or know an organization needing

support, please contact Town Administrator Gina Jenkins at manager@eastmontpeliervt.org by Friday, November 10, 2023. The Selectboard will consider requests at the November 20, 2023 Selectboard meeting.”

Town Treasurer Report

The Selectboard reviewed the August 31, 2023 financial reporting package, Delinquent Tax Collector Report and discussed the investment of town funds.

Discussion on Town Engineering Services

The Selectboard discussed the recent update from Chase & Chase Surveyors that the firm would no longer be able to perform engineering services for town road projects. TA Jenkins presented firms recommended to TA Jenkins and Road Foreman Perry. Mr. Jewett provided TA Jenkins with additional engineers he has worked with in the past. TA Jenkins will reach out to the engineering firms to obtain pricing and information that can be presented at a future Selectboard meeting.

Town Garage Project Update

Mr. Gardner and Mr. Jewett are working with the consultant on the RFP for the replacement of the town garage. They will provide an update after scheduling a discussion with the consultant.

Curb Cut Application

The Selectboard reviewed the application.

Motion: To approve access permit 23-037. Made by Mr. Jewett, second by Ms. Christensen. Passed unanimously.

Warrants: October 9, 2023 Special Expense Warrant and October 16, 2023 Regular Expense Warrant

The Selectboard approved the October 9, 2023 Special Expense Warrant that was approved by TA Jenkins on behalf of Chair Gardner with Chair Gardner’s approval. The Selectboard reviewed and signed the October 16, 2023 Regular Expense Warrant. There was no discussion.

Town Administrator Report

TA Jenkins provided an update on the Zoning Administrator position indicating that the background and reference checks were underway.

There have been 2 zoning applications since the last meeting:

- 23-038: ADU Unit
- 23-039: New Home Construction

Meeting Schedule:

- November 6, 2023 6:30 p.m. Regular Meeting Date
- November 20, 2023 6:30 p.m. Regular Meeting Date
- December 4, 2023 6:30 p.m. Regular Meeting Date
- December 18, 2023 6:30 p.m. Regular Meeting Date
- January 8, 2024 6:30 p.m. Special Meeting Date
- January 22, 2024 6:30 p.m. Special Meeting Date
- February 5, 2024 6:30 p.m. Regular Meeting Date
- February 26, 2024 6:30 p.m. Special Meeting Date (February 19th is President’s Day)

- March 4, 2024 6:30 p.m. Regular Meeting Date / Town Meeting Forum
- March 5, 2024 9:30 a.m. Town Meeting

Other Business

The Selectboard reviewed the Memorandum of Agreement (MOA) between The Vermont Department of Buildings and General Services (BGS) and Town of East Montpelier for the Provision of Municipal Energy Assessment Services Under the Municipal Energy Resilience Program (MERP). TA Jenkins explained that this agreement was to proceed with the Level 2 assessment of the town buildings in accordance with the MERP grant being managed by the Energy Committee.

Motion: To authorize TA Jenkins to sign the Memorandum of Agreement. Made by Ms. Christensen, second by Mr. Hess. Passed unanimously.

The Selectboard discussed the request for a Front Porch Forum post about the assignment of the Revolving Loan Fund. It was discussed that the motion made by Mr. Etnier at the September 18, 2023 meeting stated the agreement that the funds will be utilized in East Montpelier for a period of 3 years, thus a Front Porch Forum post was unnecessary.

Motion: To adjourn. Made by Ms. Christensen, second by Mr. Jewett. Passed unanimously.

Meeting adjourned at 7:25 p.m.

Respectfully submitted by Gina Jenkins.