

Minutes for the East Montpelier Selectboard

DRAFT

March 18, 2024 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, Carl Etnier, Scott Hess, Tom Brazier, Town Administrator (“TA”) Gina Jenkins

Remote SB Attendance: Zoe Christiansen, Town Treasurer Michelle Pallas, Town Clerk Rosie Laquerre

In-Person Public Attendance: Orca Media

Remote Public Attendance: Andy Shapiro via speaker phone

Chair Gardner called the meeting to order at 6:33 p.m.

Additions to the agenda:

-Request from Recreation Board for use of EM recreation field

Minutes: No minutes to review

Town Garage Project Owners Representative

Consideration of Contract with VISCC LLC, Representatives from VIS Construction Consultants will be in attendance to discuss engagement to provide Owner’s Representative Services for the town garage project.

Motion: Select-board to authorize TA Jenkins to sign the contract provided by VISCC LLC. Made by Mr. Brazier Second: Mr.Etnier. Passed unanimously.

Selectboard Rules of Transaction

Motion: To accept the 2024 rules of transaction as put forth with the amendment of the most recent edition of Roberts Rules. Made by Mr. Hess Second: Mr. Brazier

Selectboard Organization

Motion: To nominate Mr. Gardner for Chair of the Selectboard. Made by Mr. Hess. Second: Ms. Christiansen Passed 4-1, Mr. Gardner refused.

Motion: To nominate Ms. Christiansen for Vice Chair of the Selectboard. Made by Mr. Etnier. Second: Mr. Hess. Passed 4-1, Ms. Christiansen refused.

Mr. Hess would like recorded in the minutes a great thank you to Mr. Etnier for his excellent service as Vice Chair.

Motion: To have chair and vice chair authorized to sign payroll and warrants, the vice chair as an alternate. Made by Mr. Etnier Second: Mr. Hess. Passed Unanimously.

Consideration of Request from Sibley Farm Regarding Historic Barn Proposed Activities

Because town holds easement in conjunction with land trust, it is thought the selectboard needs to be consulted. Agreed through consensus that the SB not be involved.

Town Treasurer Report Business Manager/Town Treasurer Pallas provided a report and the monthly financial reporting package for Selectboard review. Nothing new to report, financials are good, nothing is jumping out.

Consideration of New Vendor for Town Online Pay Portal

Motion: To authorize the town treasurer to engage Muncipay for our new vendor for no more than 5 years.

Made by: Mr. Hess Second: Mr. Brazier. Passed Unanimously.

Discussion: Mr. Hess- will this affect the taxpayer? Treasurer Pallas: this won't look any different or be different for customers.

Consideration of Bid Responses for Local Hazard Mitigation Planning Services

Of the submitted bids, Central Vermont Regional Planning Commission was selected.

The SB has worked with CVRP in the past, and CVRP's bid is within the \$9700 plus or minus from grants to use for this contract.

Motion: to authorize TA Jenkins to contract with CVRP for Hazard Mitigation planning services. Made by: Mr. Etnier Second: Mr. Hess. Passed unanimously.

Consideration of Bid Reponses for 2024 Ash Tree Management Project

The Resilient Roads Committee has reviewed the bids from contractors for the removal of: 192 trees from Center Rd, Sodom Pond Rd and Haggett Rd, and 178 trees from Brazier Rd and Lyle Young Rd. They recommended the services of Berry's Forest Products based on equipment methods and price.

Motion: To authorize TA Jenkins to contract with Berry's Forest Products for the removal of 192 trees from Center Rd, Sodom Pond Rd and Haggett Rd, and 178 trees from Brazier Rd and Lyle Young Rd. Made by Ms. Christiansen. Second: Mr. Etnier. Passed Unanimously.

Mr. Cueto notes that there are a few extra trees beyond specifications, and so amended to up to \$46,650.

Town Meeting Review Town Clerk Laquerre has provided 2 versions of the Town Meeting minutes for Selectboard review. Explained that there were details provided in the long version truncated in short

version. It was agreed to table the subject and wait until a future date when details could be edited in order to accept the long version of the minutes.

Appointments:

Motion: To adopt the slate of proposed appointments as presented. Made by: Mr. Etnier. Second: Mr. Hess

Review of Letter from East Montpelier Fire Department

Selectboard to review letter from EMFD dated February 24, 2024 requesting that the town remove equipment from Fire Station One, Templeton Road, by April 1, 2024. The letter refers to the MOU dated March 5, 2014 between EMFD and the town for the town to store equipment in the building. The latest MOU in the town agreements was executed August 28, 2015 by EMFD and September 21, 2015 by East Montpelier. The MOU states that EMFD agreed “to provide at least one year’s notice” to request the town remove the town’s equipment from the space.

Road foreman Guthrie Perry was present remotely to discuss the difficulties in fitting in more equipment, because much of the Town Garage’s equipment also needs to be inside during cold weather. There will be ongoing work to try and accommodate the fire department and garage.

Consideration of Adamant Ash Trees

Motion: To authorize TA Jenkins to sign an application for a \$7000 grant for ash tree removal in Adamant. Made by: Mr. Brazier. Seconded: Mr. Etnier.

Town Treasurer Report

The Selectboard agreed to request Chase & Chase to perform a survey and potential Boundary Line Adjustment for the town garage project.

- The FEMA Public Assistance Program Delivery Manager (“PDMG) that has been assigned to East Montpelier has resigned from FEMA. His last day is April 12th. TA Jenkins will provide the new FEMA contact once available.

- Sanders Circle: The H&H study is complete for Sanders Circle.

There have been 2 permit applications since the last report.

Personnel Matter If Executive Session Desired:

Motion: to go into executive session under 1 V.S.A. §313(a)(3) – the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting. Made by: Mr. Hess. Second: Mr. Etnier. Passed unanimously. Emerged from Executive session at 8:58, no action taken.

Warrants

The March 18, 2024 Regular Expense Warrant was approved via signature of all the in-person SB members.

Request from Recreation Board for use of EM recreation field

Motion: To approve use of EM recreation field for summer soccer camp. Made by: Mr. Hess.

Second: Mr. Brazier. Passed unanimously.

Motion: To adjourn.

Made by Ms. Christiansen, second by Mr. Etnier. Passed unanimously. Adjourned at 9:00 p.m.

Respectfully submitted by Zoe Christiansen.

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