

Minutes for the East Montpelier Selectboard

DRAFT

September 9, 2024, Selectboard Meeting Minutes – Draft

6:30 p.m. Call to Order

In Person Attendees: Seth Gardner, Tom Brazier, Scott Hess, Carl Etnier, Rosie Laquerre, Jennifer Devine, Ron Koss

Remote Attendees: Michelle Pallas, Guthrie Perry, J.D. Williams

Additions to the Agenda Scott Hess added we are going to discuss and address the North St. Road Issue afterwards.

Review of the Aug 19, 2024 Minutes

- No Changes to the Aug 19 Minutes,
- **Motion to accept the minutes unanimous**

Public Comment: Ron Koss was there for Sanders Circle and Horn of the Moon, his question on generator of Town Garage discussions

Sanders Circle Culvert Replacement Vendor Selection

Motion to Accept CCS Bid due to their quick timeline for construction was passed unanimous
No restrictions about being “in stream”

Horn of the Moon Temporary Repair of Culvert & Estimate Review

- Pictures were passed around showing the damage from July 2024 FEMA declared disaster and continued erosion of road
- Road sign Request from resident - Need weight limit, trucks already have overweight permit, so it is difficult to police it.
- **Motion to accept Farnham bid for the temporary fix on Horn of the Moon was passed unanimous**
- We will submit Horn of the Moon Culvert temporary fix by Farnham to FEMA as part of the 2024 disaster damage reporting for reimbursement
- We will also submit Horn of the Moon permanent fix to FEMA as part of the 2024 disaster damage reporting for reimbursement
- We will submit Coburn MOU to FEMA as part of the 2024 disaster damage reporting for reimbursement as well
- Debris & Foot bridge is in the upstream side of culvert brook near Sanders Circle so we need a bulldozer to clear out the debris, up to the Road Foreman
- Timing of Repair- Should be able to keep Horn of the Moon one lane, only four days of work, starting work on 9/16, Horn of the Moon will be only closed for one day and if that is even needed, there would be a communication.
- Ron Koss, resident, said the residents in that area are very appreciative for this coming repair.

Doner Road Curb Cut Approval from SB

-Motion to approve curb cut for Doner Rd., Permit Number: 24-036, was approved unanimously.

-Permit was signed 9/9/24

-This is a class 4 road.

Birth and Death Certificates to be stored at State Archives

- Motion to Authorize Town Clerk to sign the States Archives Ascension Agreement with record description included for birth certificates from 1909- 2013 and death 1909-2010 was passed unanimously.

- Three years ago, The State Legislature determined that the State of VT, (The Department of Health & Secretary of State) are the legal custodians of all Birth and Death Records from 1909 moving forward. So, town clerks were not permitted to use the copies of birth and death certificates sitting in their vaults for any purpose. Clerks were told not to look at paper copies and were given access to the State-wide database with full name look up to get required informational copies or certified copies.

-East Montpelier only had 4 requests in the last 7 years. All these documents are also on other systems as well such as: Ancestry.org or Familysearch.org (a free service)

-The East Montpelier vault has 5 feet of archival books that we cannot use. The State Archives are now offering free storage for those documents. So, we are asking to send our birth certificates from 1909- 2013 and death certificates from 1909-2010 to them.

-The 1903-1909 records are not in the State database, but records will remain in East Montpelier and later we can address these dates if wanted.

Clerk Office Closure on Days Proceeding Elections

-We are looking at strict elections and much more scrutiny on the elections process now more than ever, and we need to hold ballots for 22 months. We want to provide records when people ask and be as accurate as possible.

-The Assistant Clerk has conflict of operational duties to help prepare for elections. The Clerk and Assistant Clerk are only allowed to use the checklist, so members of BCA are not permitted to use the checklist.

-VT has a long tradition of making voting as easy as possible.

- Motion to Close the Clerk Office for every election on day proceeding election day for preparation (with also providing a note on municipal office front door saying we are closed with the Clerk's Cell Phone number, if someone needs to vote that day), was passed unanimously

- Clerk will publicize this closure so voters are aware.

Treasurer Report

-Motion for Chair to sign the Tax Sale Engagement Letter passed unanimously

-Audit is done, everything was great, and the Auditor only recommended 12 adjusting entries and we are waiting on Auditor to provide those

-Monthly financials are on hold -Need to wait on finalizing Audit and Adjusting Entries

-We are preparing for Tax Sale on properties that are over 1 year fully delinquent

Additional Comments regarding the scheduled Wed, Town Garage Meeting 9/11/24

- The chair cannot make it Wed, Scott can make it on Zoom Wed, Zoe back on 9/10, Tom and Carl can make it in person on Wed.

- We need an incentive to increase attendance to the Town Garage Meetings in order to educate voters. We could hold it at the elementary school and possibly provide food like free hotdogs, burgers, ice cream, picnic, and maybe have it outside.

Town Administrator Report & Additional Discussion:

- Clerk Office is Closed Sept 10th, 11th and 12th for VMCT Employee Training
- Treasurer Office is Closed Sept 11th and 12th for VMCT Employee Training
- The TA is happy to report that the team is gelling meaning there is a synergistic dynamic and work cohesion on the team
- We sent easement documents to the adjacent property owners for Sanders Circle Culvert and Sodom Pond Culvert Repairs and need to get those back prior to sending contract to construction company and doing the Culvert repair work, this is because the repair goes beyond the easement and for future maintenance needs the town may need to get on the property for future maintenance as needed.
- Coburn Pond Discussion is postponed until 9/23 for folks to prepare. Tom Brazier cannot make 9/23.
- We need a temporary sign for promoting the Town Garage.
- People do not realize that there is a lot of road equipment the town must store.
- There is a Town Garage Vote, and we need to educate folks and some ideas are that we could: put a banner on the website, schedule another meeting end of October with incentives and promo, maybe targeting ads, etc.
- The Selectboard can make decisions at the 9/23/24 Selectboard Meeting based on what happens at the 9/11/24 Town Garage Forum.

7:23 p.m. Adjourn