

## Calais Selectboard Meeting Minutes

April 27, 2015

Approved

### Swim Program

At 6:30pm, Calais swim program parents, Dillon Burns, Ann Marie John and Laurie Grigg, met with Town Clerk Donna Fitch and Selectboard members Denise Wheeler and Scott Bassage to discuss the town's liability in relation to swim lessons at Curtis Pond. Though the program is not town-sponsored, the town owns the land, holds the swim program money and processes payroll. Donna had spoken with Jim Carrien from VLCT-PACIF-Loss Control and it was agreed that the parents and a couple selectboard members will meet with Jim at a future date.

### Selectboard Meeting

Present: Selectboard members Toby Talbot, Rose Pelchuck, Scott Bassage, Denise Wheeler, John Brabant; Clerk Donna Fitch; Road Commissioner Alfred Larrabee; Don Hawkins (Trustee, Bliss Cemetery), Jan Ohlsson (Planning Commission), John Rosenblum (Maple Corner Community Center), Jody DeGuzman.

Denise Wheeler called the meeting to order at 7:20pm.

#### Public Comment on Non-agenda Items

Jody DeGuzman who lives on Back Street in E. Calais Village says there are too many road signs in the village, and they are too large. Alfred explained that size and location are based on federal standards (6" high letters on a sign 12" high). Signs directing traffic around the church on Back Street were placed for safety, especially to direct trucks. Toby will research whether a 25 mile-per-hour zone allows smaller lettering.

#### Zoning Administrator

Denise made a motion to appoint Dot Naylor Interim Zoning Administrator until a replacement can be hired. Scott Bassage moved the motion, Rose Pelchuck seconded and the motion passed, 5-0.

#### Minutes

The Selectboard minutes of April 13<sup>th</sup> were approved; the minutes of the December 4, 2014 and the April 16, 2015 joint meetings of the E. Montpelier/Calais Selectboards and E. Montpelier Fire Department were approved.

#### Road Commissioner update

- Road crew is working on storm cleanup in between snow and rain and has a GPS to track trees and truck loads in order to be reimbursed by FEMA for storm damage. Will be grading this week. Approximate clean-up costs to be submitted to FEMA: for December 2014 \$6,200; current clean-up \$6,000. Town receives reimbursement for 87.5% of the cost and work has to be done by June.

- Bruce Campbell from Woodbury will be hired for the fill-in road crew position.
- Ordered a new truck: 2016 Ford F250, \$33,257 (includes plow). Selectboard needs to decide before purchase if it wants to buy extended warranty for drive train (zero deductible) at a cost of \$2,800. Truck will be available in 10 to 12 weeks. Old truck will be sold outright.
- Manual on Uniform Traffic Control Devices (MUTCD) Signage Rules: A Maple Corner resident driving through Maple Corner was issued a speeding ticket for going 43 miles an hour in a 25 mile per hour zone. The person went to court, lost the case and appealed the ticket to Superior Court because the height of the sign was not the standard/correct height: 5' from edge of road surface to bottom of sign. The speeder prevailed against the State Police. The court referred to the area as the "commercial or business or residential" district, which means the sign must be 7' high. Alfred and Toby will review height of signs.
- Roads are posted until May 1 for trucks.

#### Operations Manager Update

Toby reported grants are available from Better Back Roads (BBR) for erosion control. In 2012, the State and Central VT Regional Planning compiled a list of Calais roads that need work to eliminate erosion. Before applying for a grant, Toby will ensure that BBR will allow Calais work to conform to the Calais Road Standards.

#### Curb Cuts and ROW

Curb Cuts were approved, with conditions, for Michael-Ryan Mccarty on Mill Street, Jarrod Rose on Luce Road. A right-of way, with conditions, was approved for Kenward Elmslie, Elmslie Road, via Harry Dailey (caretaker). The Elmslie Road permit is for digging in the road to install an electrical wire, therefore, the depth must be six feet and the wire must be encased in concrete and viewed by the road commissioner prior to covering.

#### Bliss Cemetery

The town received a Notice of Hearing from the Probate Division of Washington Superior Court regarding the trust estate of Bliss Cemetery (located within Fairview), a private cemetery. Don Hawkins explained that he and his sister (a Certified Public Accountant), who are the trustees, will be at the hearing. The trustees can only spend interest from the investments and have been waiting for the interest to build up before performing any extensive maintenance. The lack of activity in the account, and a new judge, may be the reason for the hearing. \$1,400 is now available which will be used to fix the fence. Plots are not sold; only direct descendents of Bliss and Gilman families can be buried there, and payment is by donation. Don said Calais Cemetery Sexton Wyatt Healy is mowing at no charge, though he has told him it is not necessary.

### Sale of Property on Fellows Road

Two sealed bids were received and opened for the sale of town-owned property at 40 Fellows Road, Parcel #710040, acquired by tax sale:

Alfred and Marieka Larrabee: \$16,001

Megan Houghton: \$18,001

The Selectboard accepted the bid of \$18,001 from Megan Houghton. A deposit of 10% of the bid price will be requested as down payment. The remainder will be due at closing. The new owner will pay the closing costs. Donna will ask Gloria Rice to write up the deed.

### EMFD Update

Rose gave an update from the joint meeting of the Calais and E. Montpelier Selectboards and EMFD:

- Finances are good.
- VT Ambulance Association is asking for support for legislation that will require Medicaid to pay ambulance providers on par with other healthcare providers.
- A second paid staff person has been hired for the 7am to noon shift.
- The Vt Dept of Health has put forth "On Call for Vermont," a program to recruit and retain new people for EMS and fire service.

### Curtis Pond Island Ordinance

Denise asked the board to review the last version dated 7/24/14 and be prepared to approve it at the next Selectboard meeting on May 11. John Rosenblum said he and Jamie Moorby will provide input to Denise before May 11. If no appeal is filed, an ordinance becomes final after 60 days. Denise will ask Attorney Diane Sherman to review the ordinance. The Maple Corner Community Center Board has taken over patrolling the island; Dirk Vansusteren and JC Myers make up the "hush committee," ie., please be quiet when camping at the island. Camping permits for the Island will be issued at the town office.

### Dog Ordinance

Denise will integrate Animal Control Officer Wilson Hughes' suggested fines into the dog ordinance for the Selectboard to approve at its next meeting.

### Curb Cuts, Right-of-Ways (ROW), Driveways and Zoning

There was discussion of the curb cut and ROW ordinances and the zoning regulations as they relate to driveways. The Planning Commission (PC) is updating the zoning regs and Jan Ohlsson, PC member, is in charge of clarifying and ensuring zoning and curb cut and ROW ordinances are integrated.

### Historic Preservation Commission Membership

Scott made a motion to allow out-of-town residents to serve on the Commission as long as the majority is from Calais. Rose seconded the motion. Motion passed, 5-0.

### Wifi Policy

Scott made a motion to adopt the Wifi Policy. Denise seconded the motion. Motion passed, 5-0. The Cisco Meraki router will be moved from the town hall to the town office.

#### Purchasing Policy

The purchasing policy dated 4/27/15 was reviewed and one change was made to #8 on page 4 "Criteria for Selection" on page 4 to "Capability of bidder to complete the task." Scott made a motion to approve the policy with that change. Denise seconded the motion. Motion passed, 5-0.

#### May Meetings

Selectboard meetings in May will be on Monday, May 11, and Monday, May 18. There will not be a meeting on Memorial Day.

#### Executive Session

Denise made a motion to go into executive session in accordance with Title 1 V.S.A. § 313 (a)(3) for the purpose of discussing a personnel matter. John moved the motion, Scott seconded it. Motion carried, 5-0. After coming out of executive session at 9:40pm, the Selectboard had nothing to report.

The motion was made, seconded and approved to adjourn the meeting.

Respectfully submitted,

Donna Fitch, Clerk