

SELECTBOARD MEETING

Approved Minutes

March 11, 2013

7:00pm Calais Town Office

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Rose Pelchuck, Donna Fitch, Alfred Larrabee, Rolf Mueller, Will Walters, and Susan Sinclair.

Actions:

Organization of Selectboard - Rose Pelchuck took the Oath of Office from Town Clerk, Donna Fitch, having won election to a three-year term on the Selectboard. Scott Bassage took the Oath of Office from Town Clerk, Donna Fitch, having won re-election to a two-year term on the Selectboard.

Scott Bassage made a motion to reappoint Denise Wheeler as Chair. The motion was seconded, voted on and carried 5-0.

Denise Wheeler made a motion to reappoint John Brabant as Selectboard Vice Chair. The motion was seconded, voted on and carried 5-0.

Scott Bassage made a motion to reappoint Donna Fitch as Selectboard Clerk. The motion was seconded, voted on and carried 5-0.

Denise Wheeler made a motion to reappoint Rose Pelchuck as Selectboard Administrative Assistant. The motion was seconded, voted on and carried 5-0. Scott Bassage urged Rose to ask for assistance if it gets to be too much (being on the Selectboard and taking the official Minutes).

Scott Bassage made a motion to set the official meeting date and location as follows: regular meetings will be held on the second and fourth Mondays each month at 7:00pm. Beginning with the first meeting in November, the meetings will be held at the Town Office and beginning with the first meeting in May, at the Calais Town Hall. The motion was seconded, voted on and carried 5-0.

Scott Bassage made a motion to designate the Times Argus as the official newspaper for published town notices. The motion was seconded, voted on and carried 5-0.

Scott Bassage made a motion to adopt Roberts Rules of Order for small boards as the governing rules to be used by the Selectboard. The motion was seconded, voted on and carried 5-0.

Approval of the February 26th Board of Civil Authority Meeting Minutes - Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 5-0.

Approval of the February 25th Selectboard Meeting Minutes - Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 5-0.

Town Invoices and Road Commissioner's Orders of the Day - The Selectboard reviewed and processed the invoices and orders of the day as per usual protocol. Denise Wheeler explained the process in detail to Rose Pelchuck, newly elected member.

Road Commissioner Update – Alfred Larrabee reported mud season is here. The road crew has been out putting down gravel all day trying to keep up with it. Rain is expected for tomorrow. There is a new Curb Cut Permit Application to review on Max Gray Road. This will be discussed at the next meeting. Selectboard members need to visit the proposed location of the curb cut. Grant deadlines are approaching (discussed later in the meeting).

Central Vermont Regional Planning Commission Presentation - CVRPC Executive Director, Susan Sinclair, met with the Selectboard to provide and update on programs and activities available to municipalities served by the commission. This is one of eleven Regional Planning Commissions in the state. Main focus areas include: Geographic Information Service (GIS), Regional Planning, Hazard Mitigation, Brownfield Assessment, Transportation Planning, Energy and Intergovernmental Planning and Coordination. Toby Talbot asked if there are any Brownfield sites in Calais and funds to redevelop these sites. Susan Sinclair did not know and will

check into it. Susan asked the Selectboard about the accelerated bridge program for the bridge replacements on Route 14. The Selectboard has not fully discussed the matter. The Selectboard asked about the possible merger of CVRPC with the Central Vermont Economic Development Corporation. Susan Sinclair explained a committee composed of people from both organizations has been meeting for 1-2 years on this and is expected to have a draft report in the next couple of weeks. The report will go to the executive committees of both organizations then they will decide if the full board hears the report. She believes it will go to the full board. Perhaps it will be discussed at the May meeting. A potential Board structure make up has not been decided. Scott Bassage asked about a presentation for Capital Planning and if the training is still available. Susan said it is still available and she would be glad to help. Susan can give examples of what other towns do for capital planning (Lori is the CVRPC contact for Capital Planning). A daylong safety forum for the Road Crew will be held in Waterbury on April 17th, including a free lunch. Toby Talbot inquired about NIMS training (a source of basic emergency management training) for the Selectboard and road crew. Susan Sinclair told Toby whom to contact at CVRPC. The Selectboard thanked Susan for the information presented this evening.

CVSWMD Update – Donna Fitch reported the town received a refund from CVSWMD for \$1,607.00, half of our dues payment.

Senior Community Outreach Program – Donna Fitch informed the Selectboard that this program is trying to get reinstated and if there are any projects to let Donna know. The Selectboard suggested posting it on Front Porch Forum.

Listers Compensation - Donna Fitch wants to know how much the listers should be paid to attend trainings. The budget line for Listers is \$4,500.00 for the year. There is state money for the training that can be used for the training registration fees and labor for them to attend. John Brabant made a motion to authorize the Town Clerk to pay the Listers \$15.00 per hour for their usual work and to use state money to pay them while they attend the training. The motion was seconded, voted on and carried 5-0.

Grant applications are due for structures grant and Class 2 highway grant program. Alfred Larrabee said he needs two hydrologic studies and will contact Tom Anderson, District 6 Manager, to get his crew on it. The town needs cost estimates and engineering designs in order to apply for the state grants.

PACIF Equipment Grants from VLCT – This grant program is for safety equipment or ergonomic office equipment such as a new office chair and safety blocks for the dump truck. Alfred Larrabee will provide Donna Fitch a list of desired items and Donna will complete the application form and send it in.

CVSWMD Grant Program – Toby Talbot said first step decide what we really need (a perimeter fence and new sign at the depot were suggested) then apply for the grant. Discussion turned to brush and stumps being dumped at the depot over the bank. John Brabant told Alfred that he needs a permit from ANR to dump stumps (called a stump dump) since the town road crew dumps brush and stumps over the bank at the depot site.

It was noted the town still has not received the reimbursement from the Better Back Roads Grant people for the work done last year on Ballentine Road.

Sign for Blackberry Ridge Road – The homeowners on Blackberry Ridge Road, a private road off Chapin Road, have asked for a street sign. After some discussion, John Brabant made a motion to have the Road Commissioner get a sign that says Blackberry Ridge Road PVT and install it. Alfred Larrabee reported the Landowner Association wants the Class 4 section of Chapin Road maintained by the town. Rose Pelchuck will look in the Meeting Minutes as to what was agreed upon between the Selectboard, developer, homeowner association and the decision by the DRB. Denise Wheeler noted the Selectboard will piece it all together and come to a conclusion about how to proceed. John Brabant reminded all that we have to be mindful of the process.

Town Meeting Wrap Up – All reports were accepted by the townspeople as printed. The interest charge went to 0.5% on late taxes. Marialisa Calta is looking for a new Calais rep on the Kellogg Hubbard Library

Board. Article 14 to buy land to expand Hudson Cemetery was voted down. Article 18 was changed and Denise will ask Jeff Fothergill to come in to sort it out. Scott Bassage spoke interpretation of separate highway budget or one combined budget (Selectboard and Highway Budget). Denise Wheeler noted that many people spoke about taxes and the hardship to meet tax obligations. Toby Talbot said by not approving the land purchase to expand the cemetery, we saved 0.02 cents, which means this year's town tax rate is only one cent higher. Donna Fitch made a file for Town Meeting 2014 and will put notes in it as they come up. Some people said the depot is not open long enough on Green Up Day (9am to 12 noon) in order to do green up and bring the filled bags over by noon. Alfred said the CV transfer station closes at 2pm that is why 12 noon is the deadline. People should be encouraged to collect roadside trash beginning the week before Green Up Day since the special collection bags are available early on.

Zoning Violation re: Blatchly – Denise Wheeler reported the Notice of Appeal has been withdrawn today in accordance with the judge in the zoning violation case against Bill Blatchly. He had a notice of violation for building a theater without a permit. Bill Blatchly has come into the town office and filed for the necessary town permits to build a theater. Paul Gillies is Bill Blatchly's attorney.

Tentative Agenda for the March 25th Meeting

- Appointments for various town positions
- Public Comment
- Town Invoices and Road Commissioner Orders of the Day

Toby Talbot made a motion to adjourn at 9:04pm. The motion was seconded, voted and carried 5-0.

Respectfully submitted,

Rose Pelchuck
Selectboard Member & Administrative Assistant