

## SELECTBOARD MEETING

### *Approved Minutes*

July 11, 2011

7pm Calais Town Hall

**Attending:** Denise Wheeler, Mike Garand, Toby Talbot, Donna Fitch, Peter Harvey, Rolf Mueller, Rick DeWolfe, Chris Cochran, Gail Graham, Alfred Larrabee, Jim Buckley, Bill Davis, Larry Smith and Rose Pelchuck.

**Absent:** John Brabant and Scott Bassage

### **Actions:**

Approval of June 27<sup>th</sup> Meeting Minutes – postponed until the next meeting. Rolf Mueller requested a point of clarification regarding Curb Cuts and would like the Minutes to reflect that if the Curb Cut is not grandfathered, or on file in the town office, then the applicant needs to get a Curb Cut Permit from the Selectboard. Denise Wheeler will contact VLCT for further clarification and report back at the next meeting.

Quarterly Budget Update: End of the Year Summary – Donna Fitch, Town Treasurer, reported the Highway Budget had a remaining 2011 year end \$51,613.00 that will be carried over to FY 2012. There was no remaining fund balance in the Selectboard budget Donna reported. The license for the tax program for \$231.85 has to be paid. Toby Talbot made a motion to pay the bill. The motion was seconded, voted on and carried 3-0.

V-TRANS Grant Update – The town has been awarded a grant for \$160,800.00 to continue paving the County Road for another mile next summer. The voters will be asked at Town Meeting to approve the 20% match for the town's portion of the project. Denise Wheeler informed those present that the town did not get the structures grant for the 2<sup>nd</sup> phase of the retaining wall project in North Calais. First phase culvert project is going as planned this summer.

Tax Spreadsheet – The Selectboard reviewed a spreadsheet Donna Fitch is working on to assist in setting the tax rate for FY 2012.

Washington County Sheriff's Department - Denise Wheeler proposes not signing the sheriff's contract tonight and will check with the Vermont State Police regarding costs of patrolling. Denise is also going to check with Sam Hill, Washington County Sheriff, to see what's up with their services.

Road Commissioner Reappointment – Toby Talbot made a motion to reappoint Alfred Larrabee to the Road Commissioner position for a one-year term, expires June 30, 2012. The motion was seconded, voted on and carried 3-0.

Public comment – Bill Davis commented that Emisle Road has deep ruts in several places. Alfred Larrabee said it is not up to Class 3 standards and needs to be wider; residents don't want it plowed in the winter (mostly summer residents) to deter break-ins. Alfred Larrabee knows it is in bad shape. Mike Garand made the point he would like to see the road grader out on the roads. Alfred said he only has two guys that can run the grader. Mike noticed coming to the meeting tonight – bad roads. Alfred reported the town has only worn one set of teeth this year on the grader. By comparison, Mike Garand has gone through five sets of teeth on the road grader in East Montpelier, which has fewer miles of gravel roads. Mike also noted the gravel lip on the edge of the road near Doug Lilley's is still there even though it was agreed last spring that it would be removed.

VLCT Insurance Discussion – Denise Wheeler asked Larry Smith, VLCT, to explain changes in insurance on town buildings that were re-evaluated and went up \$3,000.00. Larry Smith explained the guaranteed replacement cost on the buildings was re-evaluated as follows:

Town Hall (7,236 square feet) from old amount of \$350,000.00 to \$867,102.00

Town Garage from old amount of \$196,778.00 to \$606,273.00

These amounts are for the buildings only and do not include contents. The building contents are insured as follows:

Town Garage contents:	\$50,000.00
Town Hall contents:	\$50,000.00
Town Office contents:	_____

VLCT has done re-evaluations of all town properties, not just in Calais. Larry Smith also explained that because the re-evaluation was done in every town and values have increased doesn't mean our insurance premiums will increase. Larry Smith said the exposure has not really changed that much. Larry suggested the town could increase the deductible from \$500.00 to \$1,000.00 to save money. The port-a-potty at Curtis Pond swim area is insured and the town may consider not insuring it to save money. The new premiums are effective January 1, 2012. Toby Talbot suggested determining at what level how much of a premium savings we would get and create a fund for deductibles.

Health insurance – Larry Smith reported the demographics have gotten older with more claims. Carrier choice community rated – can choose between different plans; the rates come out in September and have 45 days to be firm. Larry Smith offered to coach the Calais group through by meeting with Donna Fitch, Alfred Larrabee and two members of the Selectboard and go over everything from a to z. Denise will set up the date and time and notify Donna and Alfred of the date and time. Dental insurance will also be evaluated in an effort to add that as a benefit for Calais town employees.

R-O-W Permit Application on the North Calais Road - Chris Cochran and Stephanie Smith have a plan for their barn foundation replacement, including a sub-grade root cellar that will not impact anything above grade on the foundation work. The barn work will be in the town's R-O-W during the foundation work and when completed, be put back to the current condition. The road closure is expected concurrently 7/26 and 7/27 rain date for 6-8 weeks total. Chris' project will be done before school gets back in session. Rick DeWolfe, engineer for the project, noted everyone has been very cooperative in the project thus far. Toby Talbot made a motion to approve the R-O-W Permit Application with the condition that no new construction project on the above ground portion of the foundation work beginning on July 26<sup>th</sup> for a period of six weeks. The road closure signage will be the responsibility of the contractor doing the work. The motion was seconded, voted and carried 3-0.

Curb Cut Application from EON Foundation, Jim Buckley on behalf of the Weisbart property – Alfred Larrabee, Road Commissioner, and Toby Talbot have not done a site visit at the proposed driveway access from the Worcester Road to a new dwelling location at 1440 Worcester Road. No action was taken this evening since the Road Commissioner has not reviewed the site.

Leonard Road Issue – Toby Talbot reported he looked at the statute on pent roads. Toby posed the question, "If they go around on to Gail's hayfield because a tree is down, will a barrier change the pattern of use?" There is no signage at present on either end of Leonard Road. Gail Graham is concerned about the condition of the Class 4 Road that transects her property. Bill Davis noticed how deep the ruts are as he had been down it last year. Gail will ask Larry Orr to cut the tree obstructing the road to keep people off her property. The Selectboard also confirmed with Gail Graham that there really isn't anything further she is asking the Selectboard to do.

Appointments for Town Offices, Boards and Commissions:

Gospel Hollow Warden – Toby Talbot made a motion to appoint Ernie Parrish to this new town position for a term of one year, expires 2012. The motion was seconded, voted on and carried 3-0.

TH 44 Discontinuance Process – No action was taken this evening; postponed until the next meeting.

Road Commissioner Update - Paving starts tomorrow on one mile of the County Road Alfred Larrabee stated. Rick DeWolfe inquired about line painting on the County Road and said the State should repaint the lines all the way to Maple Corner, not just on the new pavement. A culvert that washed out on Blachley Road was a two-foot culvert. Gene Bowen offered to dig the trench with his own equipment free of charge if the town

bought the three-foot pipe to replace it. The project was done last Thursday. Mike Garand inquired if any decision has been made about fixing the broken road grader. Alfred replied that the discussion hasn't been brought up since it was last discussed at a meeting. Mike Garand asked about the grader use in general and Alfred said, "To teach the new guy on the grader, takes two people for a week straight." Alfred has used one set of teeth on the grader blade this season compared to five sets Mike has used in East Montpelier, with fewer miles of road to grade. Mike suggested evaluating the old grader about how much has been put into it that will allow the Selectboard to make an informed decision about if it is worth fixing or not. Gail Graham would like the highway budget increased for the next fiscal year.

Raises for the Road Crew – Alfred Larrabee inquired if the raise that he was quoted at budget time is still what is expected a 3% raise. Toby Talbot responded by saying if you added 3% to the present budget for payroll, then that should be respected. Alfred can decide how to allocate the raises for each employee per Toby. Denise Wheeler would like the full board to decide and weigh in on the subject. The Selectboard is working on a personnel policy that would detail more pay increases based on years of service. Toby encouraged Alfred to manage his budget. Alfred stated he does not feel \$2.00 more per hour than the next guy, based on his level of responsibility, is enough. "Essentially, we have a set number and next year at budget time is the time to ask for more", Toby Talbot said. "Look at what you want to get and redistribute the money that's available based on level of responsibility; come up with a plan to bring to the Selectboard for consideration", Toby Talbot said.

#### Other Business

- Gail Graham inquired if the traffic on Gray Road and Tucker Road has lessened since more signage was installed.
- Rose Pelchuck informed the Selectboard of a bill for the Dot.gov domain annual registration for \$125.00. Rolf Mueller and Scott Bassage are working on changes to the town's website that will be decided before the bill has to be paid.

#### Tentative Agenda for July 25<sup>th</sup> Meeting

- Bid opening for culvert project in North Calais
- Amount of raises for Road Crew
- Curb Cut on Worcester Road – Paul Weisbart
- Curtis Pond Dam
- Set the tax rate
- TH 44 Discontinuance Process

Mike Garand made a motion to adjourn at 9:35pm. The motion was seconded, voted on and carried 3-0.

Respectfully submitted,

Rose Pelchuck  
Selectboard Administrative Assistant