

Selectboard Meeting Minutes
July 15, 2016
Unapproved

Present: Selectboard members Scott Bassage, John Brabant, Rose Pelchuck, Toby Talbot, Denise Wheeler; Donna Fitch, Clerk; Stephanie Kaplan

Denise Wheeler, chair, called the meeting to order at 10:00 am at the Town Hall.

Additions to the agenda

Donna Fitch announced that her son, Robin Fitch-McCullough, will be marrying Lisa Kumari Conlon this fall. Congratulations all around to the couple and to the mother of the groom.

Operations Manager update

Toby Talbot reported:

- 1) Center Road culvert replacement – the road is open to one-way traffic and will be open to two-way traffic soon. The old metal culvert is in the process of being removed. Rose Pelchuck expressed concern regarding the look of the culvert wall, but said she was reassured after talking to her husband, Greg. Toby explained that once the project was finished and vegetation began to grow back it would look like it used to.
- 2) North Calais wall - Doug Newton (civil engineering technician), Toby and DeWolfe Engineering met onsite this past week. Requests for bids will go out this week. A stream permit had never been applied for, but it has now been applied for and received. Therefore, work can now take place in the stream. The plan is to start the project this year and do the finish work on the wall next year.
- 3) Jack Hill Road – Plans have not been laid out yet for resurfacing this road. Stephanie Kaplan said the Calais Roads Advisory Committee (CRAC) would like to meet with Toby and road Commissioner Alfred Larrabee when the plans are discussed. It would have to be after 5pm in order for Rick Kehne, CRAC member, to attend. Toby said he would email the Committee about scheduling, but said the project might not happen this year. Denise said she wanted to see road projects already completed in order to educate herself.

Proffitt curb cut application on Jack Hill Road

The Board reviewed the application; it had been okayed by Alfred. It was decided to visit the site after the meeting as there is the possibility the curb cut was grandfathered. (There were two curb cuts at this location and various owners had used one or the other or both in the past.) After the Selectboard meeting, Denise emailed the town clerk to inform her a curb cut permit was not necessary.

Minutes approval

The minutes of June 27 were approved unanimously with one typo correction.

Joint EMFD and Calais and East Montpelier Selectboards meeting

Rose gave an update on the meeting, stating the EMFD is amazing and noting how hard members work. She took minutes which will be sent to the clerk for recording. Rose reported that more and more emergency medical treatment is being done in the field. There are instances when a paramedic must be on the scene in response to a call. A tremendous amount of training required, including training for Emergency Care Attendants, requiring a high level of commitment from fire and ambulance personnel. The ENFD was .74% over budget for FY16. "Kudos to the department," Rose said, "for their devotion and commitment which we all appreciate." Toby is now president of EMFD.

Setting the 2016 (FY17) tax rate

The board discussed the elements that make up the education tax and the elements that brought the education tax down this year. Toby referred to the town's improved CLA due to the reappraisal and the ongoing work of the listers. The listers have done an amazing job, Denise said. (The listers are Jan Ohlsson, Laura Fillbach and John McCullough.) Toby made a motion to approve the town tax rate of .6805. Denise seconded the motion. Motion passed 5-0. (The total residential tax rate with both town and education rates is \$2.3160 per \$100 of assessed property value, down from last year's rate of \$2.3443. Included in the town rate is coverage of the education tax for various properties in town that do not pay taxes based on town vote. Also included is coverage for the additional reduction in taxes for wounded veterans, an amount that is in addition to the state approved amount. These reductions are voted on at Town Meeting. On your tax bill they are referred to as "Local Agreements Tax.")

State auditor's financial management questionnaire

Each year the town treasurer is required to fill out the questionnaire and the Selectboard reviews and signs. The document is filed in the town office. While it is not sent on to the State, the firm auditing the town's books asked for a copy of the questionnaire filled out in FY2015. There was discussion of what financial policies the town has adopted. VT League of Cities and Towns has a 49-page document, "Model Financial Policies Handbook." Donna will research what the town has adopted. For the next meeting the draft of a "Reserve Fund Balance Policy" will be on the agenda.

Fellows property sale

John Brabant moved to hire Attorney Gloria Rice to write up the documents necessary to sell the town-owned property at 40 Fellows Road to Alfred and Marieka Larrabee and to include payment of 2016 (FY17) taxes at a prorated rate from the date of sale. Scott seconded the motion. Motion passed 5-0. Donna will contact Gloria.

Joint PC and SB meeting

A joint meeting of the Planning Commission and Selectboard will be held Tuesday, July 19, at the Town Hall at 7pm to meet with Amy Picotte, Agency of Natural Resources Lakeshore Manager. It is hoped that Development Review Board (DRB) members will attend in addition to the general public. Additional members and alternates need to be appointed to the DRB. It has been suggested that Planning Commission members be appointed. This will be added to a future agenda.

G.A.R Road

Toby pointed to the VT State Supreme Court ruling in 2014 that states a town maintaining a road does not make it a town road. (Kirkland v. Kolodziel). The Board decided to:

- 1) Review the documents and research the town had compiled previously with the law firm Stitzel Page & Fletcher
- 2) Review the ancient road file
- 3) Review Selectboard minutes around the time of the establishment of "Town Highway #63 Parking Ordinance" dated May 19, 1990
- 4) Ask Stitzel Page and Fletcher where the town stands in regard to the new information the town has, ie., the 1990 ordinance and the 2014 Supreme Court decision.

Donna will pull the information together.

McCullough Crushing Act 250 Expansion court case

Denise reported that while a decision has been rendered in this case, the judge was not clear about site distance and the neighbors want a site plan. Engineer Don Marsh will be working on the plan on the neighbors' behalf. The town does not need to be involved at this point.

Culvert inventory

Central VT Regional Planning (CVRP) is inventorying all culverts in in town. Toby asked for volunteers to ride with the student intern from CVRP. The intern maps on GPS which the volunteer jumps out of the truck and inspects the culvert. All members expressed interest. Toby will send CVRP the email addresses of Board members.

Upcoming meetings

- 1) July 19 – joint meeting Selectboard and Planning Commission, 7 pm, Town Hall. Learning how to improve water quality along lakes, ponds, streams and information about what goes into a buffer; mitigation strategies to minimize impact from development, agriculture, steep slopes, roads.
- 2) July 22 – joint meeting Selectboard and Conservation Commission re: Armstrong Farm conservation, 7 pm, Town Hall
- 3) July 25 – regularly scheduled Selectboard meeting, 7pm, Town Hall

A motion was made and approved unanimously to adjourn the meeting at 10:58 am.

Respectfully submitted,

Donna Fitch, Clerk