

SELECTBOARD MEETING

Approved Minutes

November 25, 2013

7:00pm Calais Town Office

Attending: Denise Wheeler, John Brabant, Scott Bassage (via speaker phone), Toby Talbot, Rose Pelchuck, Will Walters, Alfred Larrabee, Stephanie Kaplan, Jane English, Mike Loignon, Laurence Becker, Jonathan Kim and John McCullough.

Actions:

Approval of the November 11th Meeting Minutes – Toby Talbot made a motion to approve the Minutes. The motion was seconded and two changes were made. The motion was voted on and carried 5-0.

Town Appointments for Vacant Positions - The Development Review Board has one vacant seat on the board and one vacant alternate position. Jane English is interested in serving as the DRB alternate. John Brabant made a motion to appoint Jane English to the alternate position on the DRB, a three-year term that expires in 2016. The motion was seconded, voted and carried 5-0.

Denise Wheeler reported that Stephanie Kaplan stepped up to fill the vacant seat on the DRB but after further thought decided to stick to her current commitments on the Conservation Commission and Roads Advisory Committee. Mike Loignon stated his position and desire to serve on the DRB. Mike has served on some boards in the past and is willing to serve the town again. Scott Bassage made a motion to appoint Mike Loignon to a three-year term on the DRB, which expires in 2016. The motion was seconded, voted and carried 5-0.

Road Commissioner Update – Alfred Larrabee reported Ed Rowell is committed to Berlin Highway Dept. therefore not available as a substitute winter driver. Alfred is now searching for someone to fill in part time. Fuel tanks are done. Alfred got a budget update from Donna Fitch and would like to put a shelter roof over the newly installed aboveground fuel tanks. The Selectboard all agreed to get quotes from contractors to put a shelter roof over the pumps and tanks. The Selectboard reviewed the draft Town of Calais, Highway Department 2013-2014 Winter Operations Plan. The Selectboard agreed to some changes to the draft. John Brabant checked state statutes and more work has to come (further discussion at the next meeting).

Route 14 Bridge Projects – Denise Wheeler received a response from Chris Williams, VTrans Engineer, saying he was sorry to know the town was disappointed in the state's decision. AOT plans to replace all three deficient Route 14 bridges in Calais in the same year and not move forward on replacing bridge 77 in East Calais as previously planned using the accelerated bridge plan that would have closed the bridge for nine days.

Curb Cut Permit Application from A. Richard Purchase – The Selectboard reviewed the permit application from Rick Purchase on the County Road for a logging road entrance. Toby Talbot was concerned that cars coming north may not have enough site distance before the curb cut (big, logging trucks pulling out on to the 50 mph road) causing a hazard. No action was taken, as more information is needed.

Groundwater Mapping - Laurence Becker, State Geologist, and Jonathan Kim provided a detailed presentation about groundwater mapping. They look at geology and water well data to make groundwater resource maps. The state has applied for federal grant funds to do this work and will find out in January if the grants are awarded. Jonathan Kim discussed the process for mapping groundwater. Field time begins by July 1st thru November 1st, then April, May and June 2015 to put together the various maps. Denise Wheeler asked what does it all help us do. Knowing where high levels of the following may be detected might prevent health related issues: arsenic, radioactivity, sulfate and manganese. The fieldwork takes a lot of walking and we need to arrange land permission in advance; volunteers will be needed. The Conservation Commission will assist. Larry Becker does appreciate the interest the town has in groundwater mapping. The extensive maps of groundwater mapping done in East Montpelier were reviewed.

Changing the Calais Zoning Fee Schedule – As explained at the October 14, 2013 meeting, John McCullough proposes the following language be added to the Zoning Fee Schedule for the Town of Calais:
A Zoning Application Permit Fee is not required for proposals in the Historic District that would not otherwise be levied for like proposals within the underlying Rural Residential Zoning District. No DRB Hearing Fee is required for proposals, which require the review of the Design Advisory Board.

Toby Talbot made a motion to approve the above language as presented with regards to Kents Corner-Old West Church Design Control District. The motion was seconded, voted and carried 5-0.

Donna Fitch spoke about the lack of clarity in the current Zoning Permit Fee Schedule. John McCullough cited the example where someone was charged three fees for the same project. Donna Fitch will revise the present schedule and discuss it with Rolf Mueller, Zoning Administrator, and Dot Naylor, former Zoning Administrator. The Selectboard agreed to clarify and simplify the whole permit fee schedule. A draft will be reviewed next time.

Roads Advisory Committee – Stephanie Kaplan gave a report and that Draft “S” Road and Bridge Standards will be reviewed at the committee meeting on December 5th. Stephanie expects the committee will have a public hearing in order for townspeople to have a chance to view the document and have a conversation about it. Denise Wheeler stated she was impressed with the amount of time and effort put into this.

Proposed Changes to Zoning Regulations – Although the Planning Commission presented the proposed changes document to the Selectboard on November 11, 2013, they did not have form Title 441 and VPIC report checklist from them as required by law. Denise Wheeler made a motion to take acceptance of the proposed zoning changes tonight because the Certificate of municipal bylaw was presented to the town clerk on November 18, 2013 and that is when the clock begins. The motion was seconded, voted on and carried 5-0.

RFP to paint the town office – Donna Fitch provided the RFP to paint the exterior of the town office with bids due by December 19, 2013. Toby Talbot made a motion to approve the RFP as presented. The motion was seconded, voted and carried 5-0.

Budget Update – Denise Wheeler noted nothing really jumped out; no real discussion was had.

McCullough Gravel Pit Discussion – John Brabant reported all parties are agreeing they want to sit down to discuss where are we. No date has been set for such a meeting.

Review Draft Warning Articles – The Selectboard partially reviewed the draft Warning Articles for Town Meeting as presented by Town Clerk, Donna Fitch. Rose Pelchuck inquired about the tax payment due dates and if they can be spaced out more. Donna Fitch explained the dates are affected by the completion of the Listers work on the Grand List. The Selectboard agreed the Listers would be asked to meet their statutory requirements; we will meet them to see if they can fulfill their obligations.

Tentative Agenda for the December 9th Meeting

- Miller-Nogueira R-O-W permit application
- Road Crew time sheet and evaluations
- Highway Operations Manager position
- Winter Operations Plan
- Review Warning Articles for Town Meeting
- Revised Zoning Fee Schedule
- Meet with Listers
- Meet with East Montpelier Selectboard

Toby Talbot made a motion to adjourn at 9:35pm. The motion was seconded, voted and carried 5-0.

Respectfully submitted,

Rose Pelchuck
Selectboard Member and Administrative Assistant

