

SELECTBOARD MEETING
Approved Minutes

February 10, 2014

7:00pm Calais Town Office

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Rose Pelchuck, Alfred Larrabee, Reed Cherington, Charlotte Hanna Bassage, Barbara Weedon, Peter Harvey, Michael Patterson and Betsy Parrah.

Actions:

Denise Wheeler read a thank you note from the family of Alma Mueller for the flowers sent to comfort them. Rolf Mueller is the town's Zoning Administrator and Website Manager.

Public Comment – none.

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.

Approval of Selectboard Minutes from January 13th – Toby Talbot made a motion to approve the Minutes. Two corrections were made. The motion was seconded, voted and carried 5-0.

Approval of Joint Selectboard Minutes from January 16th – Scott Bassage made a motion to approve the Joint Meeting Minutes pending one addition from the EMFD Treasurer (amount needs to be included). The motion was seconded, voted on and carried 5-0.

Approval of Selectboard Minutes from January 27th – Scott Bassage made motion to approve the Minutes. One correction was made. The motion was seconded, voted on and carried 5-0.

Approval of Selectboard Minutes from January 29th – John Brabant made motion to approve the Minutes as written. The motion was seconded, voted on and carried 5-0.

Trails Committee Report - Reed Cherington, Chair, presented the Trails Committee Annual Report to the Selectboard. The committee hopes to continue to maintain and establish recreational trails in town. The 2013 goal was to extend one trail that was successfully completed half way up and to continue east to the Worcester Road. Two committee members agreed not to be reappointed and two new people have agreed to serve. The Trails Committee is working with the Conservation Commission on a project in East Calais. Scott Bassage made a motion to re-establish the Trails Committee as a permanent town committee, to reappoint Reed Cherington, Charlotte Hanna Bassage, Bill Russell, Toni Kaeding, and Gail Graham; furthermore appoint Randy Allen and Tim Howe to the committee. The motion was seconded, voted and carried 5-0. Reed will devise proposed term lengths for members and report back to the Selectboard.

Washington Electric Co-op – Mike Patterson from WEC came before the Selectboard as some landowners have come to the Selectboard saying that trees had been cut on their property without notification. Mike Patterson explained this is a straightforward nine-pole relocation plan to replace old poles and old wires and to have better access. Mike went on to say it is easier to construct closer to the road and also helps the town by clearing some brush in the town's right-of-way. The Selectboard questioned when could we expect the old poles to be removed. Mike Patterson reported the phone company has to move their wires to the new poles and is under contract with them to do that. Mike Myers, WEC Forester, reviews each project. Denise Wheeler informed Mike Patterson that Calais has put seven months in regarding road standards and what we want our roads to look like; ornamental shade trees are very important to Calais. Mike Patterson responded by saying "We are a rural utility and understand that." Alfred Larrabee, Scott Bassage and Mike Patterson will do a site visit on February 18, 2014.

Road Commissioner Update – Alfred Larrabee reported things are going well in the Highway Department. They are trying to ease back on sand use to preserve the sand pile for the entire winter. Alfred has not heard anything regarding the newly implemented winter maintenance plan that informs the public about how the road crew operates in the winter. Denise Wheeler spoke about sanding the elementary school parking lot. Denise Wheeler asked Alfred to do his best to sand the schoolyard before the buses and cars arrive; the Selectboard will have future discussions with the school board about this (Denise will call Scott Thompson, School Board Chair). The 2007 dump truck needed the high-pressure, injector pump and seals repaired, which were done at Buzzi's Garage in Barre. The newest full-time employee, Dan Durkee, is working out very well. Ian Voyer, substitute driver, is gaining experience with the crew and learning all the routes. The shelter over the fuel tanks is half done and looks very good (Todd Croteau, contractor hired to build it). Lastly, Alfred reported the computer seems to be working fine.

Annual Selectboard Report – The final draft is done and will be submitted to Donna Fitch to print.

Adopt Calais New Road and Bridge Standards – Scott Bassage made a motion to adopt the document "Road & Bridge Standards – CRAC Recommended Draft, Version (v) 140109" as Calais's Road and Bridge Standards. Furthermore, from time to time, the Selectboard will consider amending these standards as we hear from the people of Calais and as more information comes to our attention. The motion was seconded and discussion ensued. John Brabant thought about putting money in the budget for replanting trees, to look at old photos of where old trees were lining our roads and set up a committee to work on this. John Brabant would like to strike the date and replace it as of 2/10/2014. This was accepted by Scott Bassage and duly noted as a friendly amendment. Denise Wheeler offered to make a cover memo that will be attached to these Calais Road and Bridge Standards to include the cover information from the CRAC Committee. The motion was voted and carried 4-0-1. Toby Talbot abstained from the vote. As of today, these will be the duly adopted standards for the Town of Calais. Peter Harvey will send this document electronically to the Selectboard members along with the cover memo. This of course will be given to the road crew.

CVRPC has been putting together a traffic count map and will do traffic counts on any roads. Peter Harvey will call them tomorrow to follow up.

Operations Manager Position: Alternate Proposal – The Selectboard reviewed documents presented by Toby Talbot regarding an Alternate Proposal for Highway Operations Manager. The history of the F-550 repairs, current value of \$18,000.00 was discussed and whether or not it really needs to be replaced at this time. Toby provided a list of all roads in town and the current speed limits on them. State Representative, Janet Ancel, introduced a bill, H562, to give local control to towns in order to reduce speed limits. The Road Inventory document was reviewed. The Capital Equipment Plan document was simplified by Toby using the data from the plan Rick Kehne devised. The bottom line indicates that if the town could set aside \$92,000.00 each year, the Capital Equipment Plan would be fully funded. With such a lofty goal, the intent is to raise a fair portion of that expenditure to be placed in this restricted fund.

Toby Talbot presented these documents to show what he can produce as the Operations Manager. The Selectboard reviewed the document, noting bold text is what was changed from Toby's original proposal. Toby was asked to keep track of his time, noting a lot of time will be in the development of doing this and then going forward, it will be data entry. Toby will meet with JC Myers and Dave Antone to gather some expertise. A new road crew time sheet, with new codes to identify what overtime is for, will be made. Toby would be acting as a Selectboard member on special assignment. Toby rode with a road crewmember and made observations along the way.

Rose Pelchuck made a motion to appoint Toby Talbot to the new position of Operations Manager, as an acting Selectboard member, for the term February 1st to June 30, 2014 and longer as needed as outlined in Toby Talbot's letter to the Selectboard dated February 10, 2014. The motion was seconded, voted on and carried 4-0-1. Toby Talbot abstained from the vote.

Other Business - Peter Harvey asked about the McCullough gravel pit and if there was anything to report. Denise Wheeler noted the attorneys involved met in December and put the onus on the neighbors involved in the litigation; it now depends on what the neighbors decide.

Executive Session – John Brabant made a motion to go into Executive Session at 9:10pm in accordance with 1 V.S.A. § 313 (a) (1) for the purpose of discussing legal matters. The motion was seconded, voted and carried 5-0. The Selectboard resumed the regular session at 9:20pm. There was nothing to report publicly.

Tentative Agenda for February 24th Meeting

- Zoning Fee Schedule revisions
- Town Meeting Day final preparations
- WEC Site visit report

Toby Talbot made a motion to adjourn at 9:25pm. The motion was seconded, voted and carried 5-0.

Respectfully submitted,

Rose Pelchuck
Selectboard Member and Administrative Assistant