

## SELECTBOARD MEETING

### *Approved Minutes*

July 22, 2013

7:00pm Calais Town Hall

**Attending:** Denise Wheeler, Scott Bassage, Toby Talbot, Rose Pelchuck, Donna Fitch, Will Walters, Ginger Clammer, Sandra Robinson, Dick Rouelle, Lesa Burns and Jackie Weyrauch.

**Absent:** John Brabant

#### **Actions:**

Approval of the June 24<sup>th</sup> Meeting Minutes – Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 4-0.

Approval of the July 8<sup>th</sup> and July 11<sup>th</sup> Meeting Minutes – Scott Bassage made a motion to approve the Minutes as written. One typo was corrected. The motion was seconded, voted on and carried 4-0.

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.

Budget Update – Donna Fitch, Town Clerk & Treasurer, provided the breakdown of FY 2013 General Fund Budget Surplus data. Donna explained how she arrived at the figures. Toby Talbot made a motion to approve the grant reimbursement request from VTrans for \$160,800.00 for paving the second mile of the County Road that was done last year. The motion was seconded, voted on and carried 4-0.

Road Commissioner Update – no report since Alfred Larrabee is on vacation.

#### Appointments to Various Boards, Committees and Commissions:

Design Advisory Board - Jackie Weyrauch is interested in participating locally and offered to be appointed to the DAB. Denise Wheeler made a motion to appoint Jackie Weyrauch to a four-year term that expires in 2014 (was a vacant seat since 2010) on the Design Advisory Board. The motion was seconded, voted on and carried 4-0.

Resignations from the following town positions were noted as follows:

Dan Weston declined to serve on the Roads Advisory Committee. Steve Reynes resigned as an Alternate to the DRB, term expires in 2015. Anne Connor resigned from the Conservation Commission, term expires in 2014. Denise Wheeler made a motion to accept these three appointment changes. The motion was seconded, voted on and carried 4-0. *Note: if anyone is interested in serving the town in one of the vacant positions, please inquire.*

Public Comment on Non-Agenda Items - Lake Wise Program Ginger Clammer, member of the Lakes & Streams Group, detailed the program and the two town-owned properties on Curtis Pond, the swim area and the island. The public swim area will receive the Lake Wise Award. The island, on the other hand, really needs some work in order to qualify for a Lake Wise Award. The work needed is to put rocks around to provide stabilization and building a moldering privy (the design plan was provided with the estimated cost of materials at \$1,500.00 with free labor). Toby Talbot made a motion to allow Virginia Clammer the opportunity to pursue the building of a privy and to solicit funds from the Maple Corner Community Center and others to get it done using free labor from the Youth Conservation Corp. The motion was seconded, voted on and carried 4-0. Toby Talbot made a motion to authorize Virginia Clammer to post the Lake Wise signs at the public swim area and island. The motion was seconded, voted on and carried 4-0.

No Parking Signage on #10 Pond Road – As discussed at the last meeting, Denise Wheeler spoke about the safety issue posed when cars park on the travel portion of this narrow road. Discussion ensued about residents needs for parking and the need to keep the travel portion unobstructed. Lesa Burns and Dick Rouelle spoke against the No Parking signs and Sandra Robinson spoke in favor of the No Parking along #10 Pond

Road. Scott Bassage reiterated both sides of the road are going to be posted for No Parking on #10 Pond Road, as the Road Commissioner was instructed to do on July 8<sup>th</sup>. Denise Wheeler will ask the sheriff to patrol the road for enforcement.

No Parking Signage near East Calais Store - There are two No Parking signs on Back Street and Scott Bassage saw a DO NOT ENTER sign on Marshfield Road near the church. Scott and Denise looked at the town's Parking and Snow Ordinance from 1987.

Review Noise Ordinance - Denise Wheeler informed the Selectboard that she had some issues raised about noise and unruly guests on the Curtis Pond Island. Denise discovered the town does not have a Noise Ordinance and obtained a template from VLCT. The Selectboard spoke about different options to control noise such as having VSP or our constable go there. Rose Pelchuck spoke in favor of devising a process with some accountability such as a sign up sheet to have people reserve the island in advance for camping.

Town Hall Roof Replacement – After careful review and discussion by the Selectboard, Toby Talbot made a motion to contract with Hutchins Roofing & Sheet Metal Co. to replace the town hall roof for \$24,933.00. The motion was seconded, voted on and carried 4-0. Voters approved the expenditure at Town Meeting in March.

Roads Advisory Committee Update - Scott Bassage reported members have formed subcommittees, each working on different topics, including working on revised standards. The next full meeting is Thursday, August 29<sup>th</sup> at 8:30pm at the Town Hall. Toby Talbot is willing to change our current January 2011 VT Standards language with changing only the Q25 standard to Q100 standard to meet FEMA standards. Toby will bring the revised document next time for review. Scott noted the Roads Advisory Committee is looking at the big picture of revising the entire standards document to meet the needs and desires of the town.

Update on proposed work at Recycle Center – Scott Bassage reported the more he has talked to people, the more they say they don't want a gate there. Donna Fitch is still working to get a new sign installed there.

PACIF Grant Application – This is from VLCT and is for safety and ergonomics items to decrease the likelihood of a worker's comp claim. Donna Fitch is working on it.

Blachly Road Sign - Donna Fitch explained the confusion between the Marshfield post office delivering mail and E-911 board that determines a street address. Donna's research determined that Blachly Road was named that in 2000 by the Selectboard and the sign does not need to be moved. Donna will continue to follow up until this issue is resolved.

Curtis Pond Dam Update – The Selectboard reviewed the response letter from the Heise's. The last item on the list that hasn't been taken care of is removal of a tree. The town needs to determine if the tree is in the town's right of way or not. The other two items on the list from the State Dam Safety Engineer that the town asked Don Heise & Chris Miller to do have been done. Denise will go measure the distance from the centerline to see if the tree is ours to remove.

Review Woodbury's ATV Ordinance with possible increased traffic in Calais- Denise Wheeler provided a draft ordinance from the Town of Woodbury regarding ATV's traveling on town roads. Denise said Calais will probably will have to deal with it at some point.

VT Route 14 Bridge Replacement Public Hearings - AOT bridge 62 near the town garage will probably be replaced in 2016, a state project on a state highway. A public hearing will be held Wednesday, July 24<sup>th</sup> at 6:30pm at the East Calais Recreation Center regarding the sooner replacement of bridge 72 by the garage in East Calais just south of the village. If Route 14 is completely closed during construction, traffic will be detoured to Danville and Hardwick. Scott Bassage said we could ask AOT to be sure the signage in place; Toby Talbot said the signs need to be up well in advance.

Tentative Agenda for August 12th Meeting:

- Nature Conservancy
- Curtis Pond Island continued discussion
- Parking Ordinance
- Set the tax rate
- Roof replacement contract for the town hall
- North Calais Retaining Wall project – award the contract

Executive Session for Town Business - Scott Bassage made a motion to go into Executive Session at 9:10pm in accordance with 1 V.S.A. subsection 313 (a) (1) for the purpose of discussing personnel matters and a real estate matter with the Town Clerk, Donna Fitch. The motion was seconded, voted and carried 4-0. The regular session resumed at 10:10pm. Denise Wheeler stated there was nothing to publicly report.

Scott Bassage made a motion to continue the meeting to Monday, July 29, 2013 at 7:00pm at the Town Hall.

Respectfully submitted,

Rose Pelchuck  
Selectboard Member and Administrative Assistant