

SELECTBOARD MEETING
Approved Minutes

August 15, 2013

7:00pm Calais Town Hall

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Rose Pelchuck, Donna Fitch, Will Walters, Rick DeWolfe, Chris Cochran, Margaret Bowen, Conrad W. Smith, Alfred Larrabee and Ty C. Rolland.

Actions:

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.

Final FY 2013 Budget Update – Donna Fitch reported the Highway budget had an end of the year surplus of \$4,854.00 minus \$1,500.00 from one outstanding bill to be paid. The balance will go into the Heavy Equipment Fund. The Selectboard budget year-end indicated \$11,855.00 surplus that is going into the newly established General Fund Contingency Reserve Fund.

North Calais retaining wall project – The bid opening was held last week with two bids received on time. Denise Wheeler reported neither bid was within the estimate the town planned for. The approved amount of town match for the project is about \$36,000.00 short. Scott Bassage made a motion to not accept any bids this year for the project, to take it back to the voters next year and to keep the state grant of \$98,000.00, which is good till 2015. The motion was seconded, voted and carried 5-0. Rick DeWolfe summarized what he has seen for costs and bids this year noting it has been a strange year. Rick went on to say perhaps if we bid it a few months ago, we may have gotten 10-15% lower bids. Rick DeWolfe advised the Selectboard to re-bid the project after town meeting

Contract for Town Hall roof repairs – At the July 22, 2013 meeting, the Selectboard voted to contract with Hutchins Roofing & Sheet Metal Co. to replace the town hall roof for \$24,933.00. The Selectboard authorized Denise Wheeler, Chair, to sign the contract on behalf of the board. The roof work will probably begin at the end of September Scott Bassage reported.

Set the Tax Rate – Donna Fitch recommends the town tax rate 0.6157 per \$100.00 of property-assessed value. After discussion, Toby Talbot made a motion to set the tax rate at 0.6157 per \$100.00 of property-assessed value. The motion was seconded, voted and carried 5-0. *Note:* This is two cents lower than last year's tax rate. The tax bills are going out soon and will be due in two equal payments as voted on at Town Meeting. The first payment is due 30 days after the bill goes out and the second payment is due November 15, 2013.

EMFD Contract for Fire Suppression, Ambulance & Other Emergency Services – Ty Rolland, EMFD Chief, was present this evening to offer explanations about the changes the EMFD Board of Directors made to the proposed contract for fire, ambulance and emergency services. Denise Wheeler noted EMFD made some changes to the document, which was reviewed last Monday by the East Montpelier Selectboard. Denise went down the list of items where changes were made with comments from the East Montpelier Selectboard and how they felt about those changes. Ty Rolland responded to each clause providing detailed explanations. Discussion ensued regarding the various topics, including the contingency fund and what it is used for, budget projection data already provided at the quarterly meetings, open meeting law as it pertains to "public bodies" and not to private, non-profit corporations, requesting information from EMFD and municipal contracts for ambulance service. Denise Wheeler stated her biggest problem is with #11 about the open meeting law and with Appendix A, number 6 about entering into contracts for ambulance service with other municipalities or parties. Rose Pelchuck provided full disclosure that she is the EMFD Administrative Assistant and urged everyone to give credit to the men and women who provide fire and ambulance service to our communities, mostly volunteer effort and EMFD has nothing to hide. EMFD works with bookkeepers, accountants and has an outside financial audit every year. John Brabant stated his intent that in the years going forward, he wants to be sure the town's

interests are covered. Ty Rolland followed up by saying trust, quality parameters, annual audit, no opportunity to get misaligned, be the voice in the community, making revenue to save the taxpayers are all things EMFD strives for and has succeeded in doing for nearly 50 years. Denise said, "Our job is to make sure it is in the best interest of the town. Wonderful you are there to provide this service." Ty reminded the Selectboard that we are all taxpayers, too. The Selectboard commended Ty for doing a great job as Chief. A joint meeting will be held next Monday.

Executive Session – John Brabant made a motion to go into Executive Session at 8:25pm with Donna Fitch, Town Clerk and Treasurer, in accordance with 1 V.S.A. § 313 (a) (1) for the purpose of discussing personnel matters. The motion was seconded, voted and carried 5-0. Alfred Larrabee was invited to join the Executive Session at 8:50pm. The Selectboard resumed the regular session at 9:30pm.

Other Business

- Speed Cart needed new batteries even though it is solar powered. The town paid \$400.00 for new batteries and we will consider it the cost of doing business rather than bill part of it to Plainfield and Marshfield who jointly own the traffic-calming device with Calais.
- Boulders/stones have been placed in the town's right of way on Bliss Road. The Selectboard noted this to be an enforcement issue for the Zoning Administrator, Rolf Mueller.
- #10 Pond Road – someone cut a small spot in the bank for parking and it needs to be mulched to prevent erosion. Denise Wheeler will be sure that gets done.
- No Parking Signs will be removed from along #10 Pond Road since it was determined that by erecting the signs, it was not consistent with the present Parking Ordinance. The Selectboard will be discussing the process of drafting a new ordinance to address the issue of not parking along #10 Pond Road.

Tentative Agenda for August 26th Meeting:

- Conservation Commission & Nature Conservancy
- Signage for Recycling & Trash Depot
- Roads Advisory Committee Update
- Curtis Pond Island continued discussion
- Road Construction Projects List
- Signage on #10 Pond Road & New Parking Ordinance
- Appoint Second Constable and Second Animal Control Officer
- Draft Letter to VTrans re: town's preference for bridge replacement on Route 14

Toby Talbot made a motion to continue to the meeting to Monday, August 19, 2013 for a joint meeting with the East Montpelier Selectboard and EMFD to discuss the contract for Fire Suppression, Ambulance and Other Emergency Services. The meeting will be held at the East Montpelier Municipal Building on Kelton Road at approximately 7:30pm. The motion was seconded, voted and carried 5-0.

Respectfully submitted,

Rose Pelchuck
Selectboard Member and Administrative Assistant