



TOWN OF CALAIS

3120 Pekin Brook Road
East Calais, Vermont 05650
802-456-8720

Selectboard Meeting Agenda
Monday, October 17, 2022 at 6:00 PM
Location: Calais Town Hall (note no Zoom option)

PLEASE NOTE: Agenda items may be taken up earlier than noted if the 15 minutes set aside for public comment is not used, or if other items are completed more quickly than anticipated.

6:00 PM

- Call to Order
- Personnel Matters (Executive Session per 1 VSA § 313)

7:30 PM

- Public Comment (for items not on the agenda)
- Additions/Changes to the Agenda
- Review and Sign Warrants

7:45 PM -- Consent Agenda – ACTION ITEMS

- Adopt edited minutes of September 12, 2022 Regular Meeting
- Adopt minutes of September 19, 2022 Emergency Meeting
- Adopt minutes of September 22, 2022 Special Meeting
- Adopt edited minutes of September 26, 2022 Regular Meeting
- Use of Town Hall downstairs space by Friends of Calais on October 6, November 3, December 21, 2022
- Rescind speed bump approval of July 25, 2022 because further research reveals safety concerns
- Approve Agreement# BC2215, State Highway Structures Program Grant for \$90,000, 10% in-kind match, for abutment stabilization on Moscow Woods Road
- Approve Agreement# GA0278, Agency of Transportation Grant for \$35,500, 20% in-kind match, for for implementation of Best Management Practices (BMPs) in accordance with the Vermont Department of Environmental Conservation's (DEC) Municipal Roads General Permit (MRGP) on eligible road segments that are currently non-compliant

- Approve Brook Field Service 2023 generator maintenance contract, two services, \$1033.00 (prepay price)

7:50 PM -- First Student Bus Access on Balentine Rd. (Renée Grzankowski) -- INFORMATION

8:00 PM – EMFD Purchase of Stryker Power Life System – ACTION ITEM

8:15 PM – Roads Report – Rick

- Tyler Clark – Curb Cut application #2022-04 – ACTION ITEM
- CV Fiber ROW application #2022-?? – ACTION ITEM
- Grooved pavement as an alternative to speed bumps – UPDATE

8:25 PM -- Town Hall Usage Policy – Review and Renew (Marc) – ACTION ITEM

8:35 PM – Personnel Update – Denise – INFORMATION ONLY
- Scheduling interviews

8:45 PM – Constable – Statutory authority for Level I, per 24 VSA §1936(a) (see handouts) -- Sharon-- DISCUSSION

8:55 PM – Open Positions Table – Sharon – DISCUSSION

9:00 PM -- Board round-robin on items of old business and other business

9:05 PM – Review future agenda items

9:10 PM – Ongoing Legal Matter – potential Executive Session under 1 VSA § 313(a)

9:25 PM -- Adjourn

October 24, 2022

- Adopt edited minutes of October 10, 2022 Special Meeting
- Employee Benefit Options; IRS 941 and 941B approval and signature – Wendy Wilton, NEMRC – ACTION; Budget Update (Information)
- Shade Tree Preservation Plan Hearing -- 6PM
- Constable – duties and level of statutory authority – Sharon -- ACTION
- Traffic Control Ordinance Update – Reduce County Road Speed Limit – Next Steps -- John/Rick
- Commission/Committee Reappointments – Sharon -- ACTION
- Update from KHL, Craig Line/Carolyn Brennan, Co-Director, Library Director (Denise)
- RFP for reappraisal – Listers/Marc -- ACTION
- Curtis Pond Update – John/Denise and Curtis Pond Assoc reps -- UPDATE
- RFP for reappraisal – Listers/Marc – ACTION
- Installation of Speed Signs County Road – Rick – Update
- Use of ARPA funds for traffic calming road design study – Next Steps

Discussion – Rick

- Budget Planning Timeline -- Discussion

November 14, 2022

- Historic background on Calais Road and Bridge Standards; next steps to confirm crew receipt of standards and full understanding (Stephanie Kaplan, Denise Wheeler)
- Invite WVFD and EMFD to discuss recruitment incentives
- Constable – duties and level of statutory authority -- Action

Future Agenda Items

- East Calais Tree Removal (Denise follow up with Neal Maker, tree warden)
- Curb Cut Application (NEEDED) and Curb Cut Application Assessment Form (new) (Sharon/Denise) – ACTION ITEM ([Curb Cut Materials](#) at this link; CC has requested input)
- Highway Capital Plan – Rick
- County Road Speed Limit -- Rick/Denise
- Immunizing Ash Trees – Rick/Neal Maker
- 2023 Property Reappraisal Process – Marc Mihaly/Jan Ohlsson
- ARPA Process - Denise
- Meet with road crew members
- Curtis Pond swim area railing – Linda Schutz (February 2023)

Review and Update Existing Policies and Ordinances

- Traffic Ordinance – Rick
- Personnel Policy – Sharon/Denise
- Job Descriptions Review and Update – Sharon/Denise
- Conflict of Interest Policy ([Conflict of Interest Background](#))

Create Ordinance/Policy

- Junk Ordinance – requested

Issues Awaiting Further Development

- East Calais Stormwater Project – Rick

<http://www.calaisvermont.gov/>