



TOWN OF CALAIS

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

Selectboard Meeting Agenda
Monday, November 14, 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
- Additions/Changes to the Agenda
- Review and Sign Warrants

6:05 PM

- Executive Session under 1 VSA §313(a)(3), relating to appointment or employment of a public officer or employee

7:00 PM – Sign in for Public Comment

7:05 PM -- Consent Agenda – ACTION ITEMS

Minutes link: <https://www.calaisvermont.gov/index.asp?SEC=4C3EC8BB-B864-4211-8418-A36B25601387>

Approved edited minutes of October 24, 2022 Regular Meeting

Approve edited minutes of October 17, 2022 Special Meeting

Approve minutes of October 20, 2022 Special Meeting

Adopt edited minutes of October 10, 2022 Special Meeting

Accept resignations of Candi Smith as DRB alternate and Ashley Moore as DRB members

Appoint Candi Smith to complete DRB three-year member seat, reappointment due in 2023

Appoint Ashley Moore to complete DRB three-year alternative seat, reappointment due in 2023

7:10 PM Personnel Update – Denise – INFORMATION ONLY

7:30 PM Public Comment

IMPORTANT NOTE: Each person who is present at 7PM and signs in to speak will be offered up to 5 minutes; public comment period will continue until each person has spoken.

8:00 PM Timeline to Town Meeting – INFORMATION ONLY – All

8:10 PM Roads Report – Rick – INFORMATION ONLY
Installation of Speed Signs County Road

8:25 – Cott System contract for Historical Indexing Services – Jeremy Weiss –
ACTION ITEM
(Propose use of ARPA funds in an amount not to exceed \$28,510)

8:35 – Approve and sign Sole Source Reappraisal Contract with NEMRC – Marc –
ACTION ITEM

8:45 – Approve and sign revised Municipal Policies-Form MP1 for ECCT VCDP
grant – Sharon – ACTION ITEM

8:50 – FEMA grant application for generator at Town Hall – ACTION ITEM –
Denise/Rick/Nick Emlen

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

9:10 PM – Review future agenda items

9:20 PM – Potential Executive Session under 1 VSA § 313(a)
- Attorney Client privileged information 1 VSA § 313(a)(1)
- Appointment or employment of a public office or employee
under 1 VSA § 313(a)(3)

Adjourn

NOTE: The select board meeting may be continued to another date if the public comment period prevents the board from completing its agenda.

November 28, 2022

- Invite WVFD and EMFD to discuss recruitment incentives
- Historical background on Calais Road and Bridge Standards; next steps to confirm crew receipt of standards and full understanding (Stephanie Kaplan, Denise Wheeler)
- Commission/Committee Reappointments – Sharon
- Update from KHL, Craig Line/Carolyn Brennan, Co-Director, Library Director (Denise)
- Traffic Control Ordinance Update – Reduce County Road Speed Limit – Next Steps -- John/Rick
- Installation of Speed Signs County Road – Rick – Update
- Use of ARPA funds for traffic calming road design study – Next Steps Discussion – Rick
- Approve annual VAST Trail request

December 12, 2022

- Change to property tax grace period – Jeremy/Barbara

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

Future Agenda Items

- Planning commission present changes to Zoning Regulations – moved from September 26 agenda; date TBD depending on completion of planning commission's work; *note: SB has 120 days (4 months) to complete its process, once received from Planning Commission*
- 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
- 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