



TOWN OF CALAIS

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

Selectboard Meeting Agenda
Monday, November 28, 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 November 14, 2022 Regular Meeting

Approved minutes of November 19, 2022 Special Meeting

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

Reappoint Ryan Edwards for a three year Development Review Board (DRB) term, ending in 2025

Reappoint Anne Winchester E-911 coordinator, one year term ending 2023

Reappoint Jared Thomas Center Vermont Fiber (CV Fiber), one year term ending 2023

7:10 PM Personnel Update – Denise – INFORMATION ONLY

7:30 PM Public Comment

7:45 pm – Review and approve annual Vermont Association of Snow Travelers (VAST) snowmobile request (Steve Gray) – ACTION ITEM

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

- * In-person or Zoom informational and ballot votes
- * Review American Rescue Plan Act (ARPA) funding requests to date

8:15 PM - Update from Kellogg Hubbard Library, Craig Line/Carolyn Brennan, Co-Director- Jeff Dean new trustee - DISCUSSION

8:30 PM Roads Report – Rick – INFORMATION ONLY

- * Winter plow routes

8:45 PM -- Board round-robin on items of old business and other business

8:55 PM – Review future agenda items

9:00 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)
- Other personnel 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

- 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
- Traffic Control Ordinance Update – Reduce County Road Speed Limit – Next Steps -- John/Rick
- Installation of Speed Signs County Road – Rick – Update
- Use of American Rescue Plan Act (ARPA) funds for traffic calming road design study – Next Steps Discussion – Rick

December 12, 2022

- Invite Woodbury Volunteer Fire Dept and East Montpelier Fire Dept to discuss recruitment incentives
- Change to property tax grace period – Jeremy/Barbara
- 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
- Traffic Control Ordinance Update – Reduce County Road Speed Limit – Next Steps -- John/Rick
- Installation of Speed Signs County Road – Rick – Update

- Use of American Rescue Plan Act (ARPA) funds for traffic calming road design study – Next Steps Discussion – Rick

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