



TOWN OF CALAIS

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

Selectboard Meeting DRAFT Minutes
Monday, December 12, 2022

Attending: Denise Wheeler, Rick Kehne, Sharon Fannon, John Brabant and Bob Fletcher, Esq. (town attorney)

- Call to Order at 6:35 PM
- Executive Session under 1 VSA §313(a)(1), relating to attorney client privilege information.
The Board made a finding that premature general public knowledge would clearly place the public body or person involved at a substantial disadvantage.
At 6:37 PM Denise Wheeler made a motion to enter Executive Session under 1 VSA §313(a)(1), relating to attorney client privilege information and to invite Bob Fletcher into Executive Session, motion seconded by Rick Kehne and unanimously approved by the Board. At 7:10 PM the Board exited Executive Session and had nothing to report.

7:10 PM

Attending: Marc Mihaly(Selectboard), Larry & Marilyn Bush; Ginny Sassaman; Daniel Keeney (WCUUSD Board Member); Mary Alice Proffitt; Jeff Kantor (for ECCT); Donna Fitch; Rosie Laquerre (WCUUSD Clerk); Reenie DeGus, ECFD (E. Calais Fire District); Sage Kennedy, Jeremy Weiss (Town Clerk); ORCA media

- Additions/Changes to the Agenda - NONE
- Review and Sign Warrants – Circulating for signature

Consent Agenda

~~Approve minutes of December 10 Special Meeting (budget) Removed~~

~~Approve edited minutes of December 3, 2022 Special Meeting (budget)~~

~~Removed~~

~~Approve edited minutes of November 28, 2022 Regular Meeting Removed~~

~~Approve edited minutes of November 14, 2022 Regular Meeting Removed~~

~~Approve minutes of November 19, 2022 Special Meeting Removed~~

Denise Wheeler made a motion to approve the following consent agenda items, motion seconded by Marc Mihaly and unanimously approved.

- Approve 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
- Approve \$30,000 ARPA funds for traffic calming study (from Nov. 28 discussion)

- Daniel Kenney addressed the Board on the Washington Central Unified Union School Districts (WCUUSD) request to mail WCUUSD ballots to all registered voters at WCUUSD expense. Denise Wheeler made a motion to approve mailing of WCUUSD ballots to all Calais registered, active, unchallenged voters, this was seconded by Marc Mihaly and unanimously approved.

- East Calais Community Trust (Denise Wheeler and Marc Mihaly recused themselves). Jeff Kantor addressed the Board regarding these items.

- Vt. Community Development Program Contract for Administrative Services/Program Management Agreement
- Vt. Community Development Program – Grant Agreement Resolution – Single Grantee – Form PM-1

Rick Kehne made a motion to approve the VDCP Contract for Administrative Services/Program Management Agreement and Grant Agreement Resolution – Single Grantee Form PM-1, this was seconded by John Brabant and unanimously approved.

- Personnel Update

John Brabant stated that elected officials duties are framed in statute. The Town Clerk position is an exempt, salaried (not hourly) paid position. The voters have an opportunity to approve salaries by their vote on the budget at Town Meeting. John noted that the Assistant Town Clerk is hired by the Town Clerk and reports directly to the Town Clerk.

John Brabant and Marc Mihaly stated their resignations from the Board effective at the end of this meeting. Both are willing to be appointed to serve until their positions are filled during the Town Meeting 2023 ballot vote.

7:30 PM Public Comment

Reenie Degus presented a letter on behalf of the ECFD asking for an increase in their ARPA fund request from \$30,000 to \$60,000. She explained that the funds would assist the ECFD in the State required disinfection project and expand the reservoir capacity. The increased reservoir capacity would enable the ECFD to expand their services to more residents.

Marilyn Bush addressed the Board.

Lamb Sugarworks renewal Agreement. Drew Lamb addressed the Board regarding a renewal of their sap tank agreement with the town noting a minor change to the extend the hours during which pumping shall occur. Drew noted they are generally parked for about 30 minutes, there has never been a complaint, and they always use cones, signs and the flashing hazard lights on the truck. There is plenty of room for traffic to flow.

Denise Wheeler made a motion to approve the revised agreement, this was seconded by Marc Mihaly and unanimously approved.

- Change to property tax grace period discussion. Jeremy Weiss explained to the Board the tension in Article 13 and Article 17 in the current Town report and recommended the Town use the postmark. He discussed this with the town attorney who recommended elimination of the grace period and to use the postmark which is what most towns use.
- FY 24 Budget update – the Board has held three Saturday meetings so far to discuss and review the budget and plans to meet again on Monday, January 2, 2023 to continue its review.

Town Meeting will be in-person at the Calais Elementary School because S.172 will end in January 2023. If the legislature reauthorizes S.172, the Board will revisit its options.

Act No. 77 (S.172). Elections; local elections; annual municipal meetings; alternative procedures; COVID-19 An act relating to authorizing alternative procedures for 2022 annual municipal meetings in response to COVID-19 This act provides temporary authority for municipalities to apply, by vote of the municipal legislative body, the Australian ballot system to an annual municipal meeting held in the year 2022. This act also provides temporary authority for municipalities to hold the informational meetings that precede the annual municipal meeting through electronic means, provided that the municipalities comply with certain requirements for accessibility, notice, and recording of the meetings. Finally, this act provides temporary authority for municipalities to move the date of the annual meeting and for the Town of Brattleboro to hold its representative annual Town meeting through electronic means. Effective Date: January 14, 2022

- The Board reviewed Review American Rescue Plan Act (ARPA) funding requests to date.
- Roads Report. Acting Road Commissioner Rick Kehne (no written report provided) noted that the back roads are currently unstable under current weather conditions. This means the surfaces are not yet frozen and it is too cold to grade the roads and snow plowing is difficult and tears up the surface base. The crew is inventorying shop tools and purchasing what is needed. There have been a lot of downed trees that the crew is removing when it is safe to do so. The crew is identifying trees that pose a hazard. The crew is continuing to redefine the winter plow routes based on staff and if it is during school hours or weekends/holidays. The bus routes are a first priority.
- Rick Kehne identified the urgency for a sole source engineering proposal for the Moscow Woods temporary bridge repairs in E. Calais. Time is of the essence and work needs to begin now to line up contractors for this spring before everyone's schedules are full. He recommended that the town use DeWolfe Engineering who has done many projects for the Town and provides professional services of a specialized nature. He also noted this is an emergency situation as the pilings are

deteriorating. VTrans has given us a structures grant that needs to be used within a specified time or the total costs will revert to the town. The anticipated cost of the project is \$1M+.

The Board reviewed the meeting of December 8 with the E. Mont./Calais Fire Dept. and representatives from the town of E. Mont. The Board reiterated its appreciation of and gratitude for the volunteer members of the EMFD and Woodbury volunteer fire departments and acknowledged their commitment and dedication. Volunteers spend many hours training and being on call to help residents in the event of a fire or medical emergency. The Board is looking for incentives for Calais residents who volunteer their time. Sage Kennedy spoke that she is available to assist the Board. The Board asked Sage to work with both fire departments to determine Calais residents who serve, in what capacity and the incentives requirements the fire departments use in determining annual stipends. The Board will review Sage's findings at an upcoming meeting and suggest a monetary stipend on behalf of the Town.

Junk Ordinance - for future discussion.

The Board authorized Denise Wheeler and Sharon Fannon to revisit the job descriptions for director of public works and treasurer/business manager. They will also schedule a time to meet with the E. Montpelier Town Administrator to review duties and responsibilities.

Board round-robin on items of old business and other business

At 9:15 p.m. Denise Wheeler made a motion to enter Executive Session under 1 VSA § 313(a)(3), seconded by Rick Kehne and unanimously approved. At 9:20 p.m. the Board resumed regular session. Denise Wheeler made a motion to appoint John Brabant and Marc Mihaly to serve in their current Selectboard seats until Town Meeting election, seconded by Rick Kehne and unanimously approved. John Brabant and Marc Mihaly declined to vote.

At 9:25 p.m. Denise Wheeler made a motion to adjourn, seconded by Marc Mihaly and unanimously approved.