



# TOWN OF CALAIS

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

## Selectboard Meeting Agenda

**Monday, June 27, 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 - 6:05 PM

- Call to Order
- Executive session under 1 V.S.A. §313

7:00 – 7:15 PM

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

7:15 PM -- Consent Agenda – ACTION ITEM

- Adopt Edited Minutes of June 13, 2022 Regular Meeting
- Approve and sign additional Community Bank documents related to the loan for the EMFD firetruck. (Loan is for \$66,667.00, to be paid over 5 (years) at 3.19% interest, and subject to other terms as outlined in the May 31, 2022 letter from Robin Ware of Community Bank to Denise Wheeler. This action is consistent with the town's approval of a warned item at the 2022 Calais Town Meeting.) **NOTE: Entire board must sign.**

7:20 - 7:35 PM – Meet with Jeremy Weiss, Town Clerk

- Review Town Clerk proposal related to server closet – ACTION ITEM
- Discuss estimate for paint touch up of town offices – DISCUSSION ITEM
- Communication – DISCUSSION ITEM

7:35 PM – Personnel Updates – Denise – DISCUSSION ITEM

7:40 PM – Roads Report (Rick/Alfred) – DISCUSSION ITEM

- Mowing update; chervil sites as priority
- Peter Harvey's Application for Private Maintenance of Public Roadside – ACTION ITEM
- 2022-23 winter sand purchase and other road materials – ACTION ITEM
- Ron Thompson ROW application - ACTION ITEM

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8:05 PM – Update Calais Recycling Center facility certification – John Brabant;  
DISCUSSION ITEM

8:10 PM - ARPA match process, requests, and timeline – Denise – DISCUSSION ITEM

8:15 PM - Treasurer Report (not related to hiring, FYI) – Denise – DISCUSSION ITEM

8:20 PM -- Board round-robin on items of old business and other business

8:30 PM – Review future agenda items

8:40 PM – Bi-Weekly Payroll and Direct Deposit Payroll Service – ACTION ITEM  
(Executive Session under 1 V.S.A. §313)

8:50 PM – Executive Session as needed under 1 VSA §313

9:00 PM -- Continue to 7:45 PM Tuesday, June 28, 2022 – SB Meeting with Alfred Larrabee (possible Executive Session)

#### **July 11, 2022 Agenda Items**

- Meet with Louis Porter, General Manager Washington Electric Cooperative
- Meet with Alfred Larabee, re: road commissioner reappointment (executive session)
- Tim Wheelock proposal for Maple Corner Speed bumps
- Speed carts and permanent electronic speed alerts/Lightening Ridge traffic calming – Rick/Alfred; ACTION ITEM
- Town Hall Usage Policy – Review and Renew July 2022 (Marc)
- Confirm Calais Road Standards Ordinance
- Meet new road crew members

#### **July 25, 2022 Agenda Items**

- Set tax rate and approve property tax timeline, mailing tax bills

#### **Future Agenda Items**

- Shade Tree Hearing at 6PM??? (8/8 or 8/27)
- Follow-Up Shade Tree Preservation Plan – July 25 at 6PM
- East Calais tree removal
- 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) – July 25
- Highway Capital Plan – Rick
- County Road Speed Limit -- Rick/Denise
- Immunizing Ash Trees – Rick/Neal Maker
- 2023 Property Reappraisal Process – Marc Mihaly/Jan Ohlsson

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**Review and Update Existing Policies and Ordinances**

- Traffic Ordinance – Ric
- 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**

- Worcester Cell Tower – John
- ARPA funds utilization process – Denise
- East Calais Stormwater Project – Rick

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