



TOWN OF CALAIS

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SELECTBOARD MEETING APPROVED MINUTES

Monday, November 10, 2025

6:00 pm Calais Town Hall

Selectboard Attendees: Barbara McAndrew, Jamie Moorby, Jordan Keyes, Bill Davis

In-Person Attendees: Kari Bradley, Teegan Dykeman-Brown, Shana DuBois, Rob Adams, Neal Maker, Trey Martin, Michael Fullerton, Juanita Nunn, Daniel Keeney, Zach Sullivan, Michelle Ksepka

Zoom Attendees: David Delcore

Jordan called the meeting to order at 6:00 pm.

Check In with WCUUSD School Board Members: Daniel said he was appointed to a configuration committee by the School Board. The committee met from January to October and during those meeting they examined how to tie the language of the core beliefs in the strategic beliefs to their instructional goals and the strategies to implement those goals. Daniel advised they examined a number of current data points and school models, and the configuration committee advanced a recommendation to the full board to close the Calais and Doty Elementary Schools and move all sixth graders to the U-32 facility.

Discussion continued surrounding school building use, plans continued discussion and public input.

Fiscal Year 2027 Budget Requests

- Swim Committee: Daniel advised requesting \$2,500 for supplies and services, no large purchases planned.
- Conservation Commission: Neal presented the Commission's request for significant increase to the conservation fund primarily to take advantage of opportunities to support conservation easement projects in town.
- Cemetery Commission: Michael advised the Commission is seeking an increase due to required fence painting and stone repair.
- Next steps in budgeting process: Kari advised on what budgets items are slated for the next meeting.

Curb Cut Application

- Possible Action: Approve, deny or condition application for 8261 County Road, Parcel A18300: Kari advised the proposed location was revised and the map in the application was updated. Jordan raised the issue of the existing ditch and the requirement of a culvert installation with input from the road foreman as well as allowed use by other lane owners as condition of approval.

Bill made a motion to approve the curb cut with conditions listed above. Motion was seconded, voted on and approved, 4-0.

Public Comment: None at this time.

Town Official Succession and Continuity Planning

- Discussion of draft Treasurer essential tasks and annual calendar: Kari provided context on developing planning around key positions and having backup.

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Town Report Plan: Kari advised it was time to start planning for the Selectboard section and Christy Mihaly is willing to draft it again. The Selectboard asked that Christy provide a draft by their December 15 meeting.

Reports

- Town Clerk: Teegan advised there was an election and things went smoothly; the property reassessment is ongoing; she continues reviewing fire district information.
- Town Administrator: Kari advised there was a productive meeting regarding the overage from the Kent Hill road project and the company is reducing the overage cost of the roadside material down to wholesale costs of materials for a total of \$12,709.50. Kari confirmed the County Road shoulder work was completed. There was a change of leadership at the EMFD. Jordan and Kari will meet with other parties regarding the town forest boundary issue.

New Truck Plow Assembly

- Possible Action: Approve purchase of Everest plow for 2025 Western Star dump truck: Kari advised the road crew has been lobbying to make a change to the plow system on the new truck and getting an Everest system versus the planned Viking system which would be an additional approximate \$13,245 expense.

The Selectboard agreed it was worth moving forward with the Everest plow assembly. Kari will ask the vendor to agree to the change.

Action Agenda

- Possible Action: Select 2026 employee medical insurance plan and HRA level: Jamie made a motion to approve MVP standard gold plan with an HRA benefit of \$2950 for single employee and \$5900 for employee plus family. Motion was seconded, voted on and approved, 4-0.
- Approve Minutes of October 27 Selectboard Meeting: Barbara made a motion to approve. Motion was seconded, voted on and approved, 3-0 with 1 abstention.
- Vote to Approve Board Orders; Sign Board Orders: Barbara made a motion to approve. Motion was seconded, voted on and approved, 4-0.
- Consider adding January 5, 2026 as a Special Selectboard Meeting: Selectboard members in attendance agreed to add the meeting.
- Approve payment to Bellavance Landworks: Jamie made a motion to approve the payment to Bellavance Landworks in the amount of \$12,709.50 as previously discussed. Motion was seconded, voted on and approved, 4-0.

Highway Department Labor Contract Negotiations

Jamie made a motion to enter executive session under 1 V.S.A. 313(1)(B): *labor relations agreements with employees* at 8:05 pm. Motion was seconded, voted on and approved, 4-0.

Jamie made a motion to leave executive session at 8:24 pm, with nothing to report. Motion was seconded, voted on and approved, 4-0.

Adjournment

The meeting was adjourned at 8:25 pm.

Shana DuBois

Recording Secretary