



# TOWN OF CALAIS

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## Selectboard Meeting APPROVED MINUTES

Monday, September 8, 2025

6:00 pm Calais Town Hall

**Selectboard Member Attendees:** Barbara McAndrew, Jamie Moorby, Jordan Keyes, Bill Davis, Christy Mihaly (via Zoom)

**In-Person Attendees:** John Stafford, Kari Bradley, Shana DuBois, Toby Talbot

**Zoom Attendees:** Teegan Dykeman-Brown, Bob Patterson, Bill Powell

**Call to Order:** Jordan called the meeting to order at 6:00 pm

**Fall Check In with Road Foreman:** Jordan expressed thanks for all the road crew's hard work. John said the only real issue is getting the previously-ordered truck. John advised they stocked up the sand reserve, last year the town used 6500 yards. But he advised it is gravel sand and not as visible but lasts longer and makes things less an issue come spring. John advised last year's tire chains are having issues where the sides are breaking and can't be rebuilt and repaired so they're trying a new brand. John said they've been going through a lot of culverts and working on ditching. He advised the cost of culverts is going up and there are a lot of culverts still needing replacement.

Discussion continued surrounding road maintenance.

Kari met with Norm from Pike who advised they want to do the Country Rd repaving this coming Thursday and Friday. Norm also advised that even though the original plan was for the southern half to get repaved because it was older; after driving County Rd, they feel the northern half is worse off and should be repaved during this project and then will do some resurfacing in small, select areas of the southern half.

Discussion continued surrounding the repaving project.

Toby stepped out to call Pike directly and spoke with Norm briefly. Toby advised Norm thinks the estimate would be \$10,000 - 15,000 in patching on the southern half but Norm will come out to measure and provide a more detailed estimate.

Jordan made a motion to approve Kari authorizing additional funds, not to exceed an additional \$20,000 on top of the existing quote. The motion was seconded, voted on and passed 5-0.

**FY2027 Budget:** Kari advised the current draft is at 14.6% increase but is a starting point with the biggest drivers being materials and equipment maintenance, the Luce Road culvert project and the addition of another truck payment.

Kari advised what budget drafts are coming up in future meetings.

**Public Comment:** No public comment at this time.

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### Administrative and Possible Action Items

- Approve Minutes of August 25, 2025 Selectboard Meeting: Barbara made motion to approve. The motion was seconded, voted on and passed 3-0, with 2 abstentions.
- Vote to Approve Board Orders; Sign Board Orders: Jamie made motion to approve. The motion was seconded, voted on and passed 5-0.
- Approve PVR-4621-E Errors and Omissions Certificate: No new items at this time.

### MERP Grant Utilization Proposal

- Possible Action: Approve proposal to utilize MERP grant to support Window Dressers effort: Kari advised Municipal Emergent Resilience Program intended for energy-related improvements. The \$4000 won't be needed for energy audits and the town needs to use the money by December 2026. He proposed to allocate \$600 to pay for space for the next Window Dresser community build involving Calais November 13-20th in Waitsfield.

Jamie made a motion to approve use of \$600 to pay for the use of the Waitsfield Church for the Window Dressers build. The motion was seconded, voted on and passed 5-0.

### Reports

- Town Clerk: Teegan advised lots of property tax payments are coming in; she did an election webinar for what being an election official can entail; continued work on the budget.
- Town Administrator: Kari wanted to bring up the Kent Hill Rd as a layer of fabric was inadvertently not included in the bid documents. The contractor provided a change order for an additional \$7,767, putting the project over budget by \$1,719. There is also concern that the project will not be completed before the Art at the Kent event on September 13.

The traffic calming study on Route 14 may not happen in 2025 due to a delay in State approval on some of the materials.

### Town Administrator Performance Evaluation

- Executive Session: Discussion of performance review under *1 V.S.A. 313(a)(3): the appointment or employment or evaluation of a public officer or employee....*

Jordan advised entering executive session as of 7:25 pm, inviting Kari to attend with formal adjournment after, to report back on anything as needed.

Barbara made a motion to enter executive session under *1 V.S.A. 313(a)(3)*. The motion was seconded, voted on and passed 5-0.

Christy made a motion to exit executive session. The motion was seconded, voted on and passed 5-0 at 8:05pm.

Meeting was adjourned at 8:06 pm.

Shana DuBois  
Recording Secretary