



TOWN OF CALAIS

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SELECTBOARD MEETING
Monday, November 13, 2023
6:00 pm
Calais Town Hall

AGENDA

6:00 Call to Order; Administrative Items

- Additions or changes to the Agenda
- Introduce Kari Bradley, new Town Administrator
- Approve Minutes of October 23, 2023
- Sign Board Orders
- Change Toby Talbot's title from Highway Grants Administrator to Assistant Road Commissioner. Toby will help train the new Town Administrator, Kari Bradley, with Road Commissioner duties. He will assist Kari in acclimating to this new position, including administering highway grants, until Kari is ready to assume the position of Road Commissioner without Toby's guidance and help.
- Appoint John McCullough to be the Calais Representative to the Woodbury Fire Department
- Accept Resignation of Gabrielle Malina from Selectboard. Note that the Town Administrator will assume her duties as ARPA Administrator, as well as the duties of Road Commissioner previously assigned to Anne Toolan and Jamie Moorby.

6:15 Public Comment: Up to 15 minutes; time will be divided so that everyone has equal time to speak.

6:30 FY'25 Budget Requests

- Kellogg Hubbard Library: Dan Groberg and Jeff Dean
- East Montpelier Fire Department: Albert Petrella
- Woodbury Fire Department: Paul Cerutti and James Dailey

6:50 Receive Changes to Zoning Regulations from the Planning Commission: Jan Ohlsson

Possible Action: Schedule public hearing for December 11, January 8, or another time.

7:00 Presentation of Proposed FY'25 Highway Budget: Toby Talbot

8:00 Administrative and Budget Items

- Potential for increasing liability insurance coverage from \$250,000 to \$10 million for an extra \$340 per year. Possible Action: Sign up for \$10M liability insurance with PACIF.
- Our current medical insurance plan for employees in FY'25 is the BCBS Gold CDHP. Possible Action: Vote to maintain or change the current plan for FY'26. Possible Action: Determine how many full-time employees to include in our budget for insurance benefit purposes.
- Discussion about Health Reimbursement Allocation for full-time employees. Possible Action: Set the HRA at last year's amount or increase it.
- Add a New Authorized Signer for the Town's Community Bank Checking Account. Possible Action: Authorize Town Administrator Kari Bradly as a signer with our bank account.

continued

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8:20 Selectboard, Town Clerk and Administrative Reports

- Status of Shedd v. Calais: Anne Toolan and Jordan Keyes
- Curtis Pond Dam: Jamie Moorby
- IT: Jordan Keyes
- Town Clerk Report: Teegan Dykeman-Brown
- Town Administrator and Road Commissioner Report: Kari Bradley

8:30 Rather Than Adjourning – we will continue this meeting to 6:00 pm, Tuesday, November 14 at the Town Office for the purpose of meeting in Executive session under 3 VSA Section 313 (a) (3), the appointment of a public officer. We will interview candidates for the Selectboard position vacated by Gabrielle Malina. Possible Action: Appoint a new Selectboard member. We will conduct an actual vote upon coming out of Executive Session on Tuesday night.

Note: Agenda items may be taken up earlier than noted if items are completed more quickly than anticipated.

You may join via Zoom for observation purposes only. Zoom participant microphones will be muted. If you wish to provide comments, please attend in person. Closed Captioning will be activated for those who wish to use it.

To join via Zoom:

<https://us02web.zoom.us/j/82141865268?pwd=T0pKK2h4ZVpoQTc0cWZ0d2NySDBJZz09>