



# TOWN OF CALAIS

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## SPECIAL SELECTBOARD MEETING

Monday, April 17, 2023

6:00 p.m.

Calais Town Hall

### Agenda

#### **6:00 Call to Order**

The Selectboard will immediately go into executive session under 1 V.S.A. subsections 313(a) (1)(A) and (a)(3) for about half an hour to discuss potential contracts and employment options regarding the Curtis Pond Dam reconstruction project. Please do not enter the building until 6:30 when we come out of executive session. If we finish before 6:30, we will come out of executive session early, invite people to enter the building and take up the pre-7:00pm items.

#### **6:30 Additions or changes to agenda and other items as follows:**

POSSIBLE ACTION: Vote for appointments and reappointments

- Approve Minutes of April 3, 2023
- Annual reappointment of Town Officials
- New appointment of Jan Ohlsson as Assistant Zoning Administrator

Liaison to Curtis Pond Dam. At the last meeting we appointed Jordan Keyes to serve on the Road Crew Union's collective bargaining team. He is also the lead SB member on the Curtis Pond Dam issue.

POSSIBLE ACTION: Vote to appoint another SB member to replace Jordan as liaison to Curtis Pond Dam issue.

The person boarding the Shedd horses on behalf of the town requests that a current SB member sign the contract that was entered into with the last SB laying out costs and conditions for boarding the horses.

POSSIBLE ACTION: Vote to authorize a new SB member to sign the contract for boarding of Shedd horses

Calais currently pays for two Zoom accounts: one for Committee/Commission use and one for SB use.

Now that most meetings are being held in person, there is less concern that two groups will need Zoom at the same time. Our Webmaster has renewed one account and asks whether we should let the second one go.

POSSIBLE ACTION: Direct Webmaster to renew or to not renew the second Zoom account

If time allows, work on SB Rules of Procedure

#### **6:45 Public Comment – Up to 15 minutes**

Time will be divided so that everyone has equal time to speak or up to 5 minutes per person if fewer than 3 people wish to speak.

continued

**Special Selectboard Meeting**  
**April 17, 2023**  
**Page 2**

**7:00 Finances**

- Meet with Town Treasurer Sandra Ferver to discuss Calais financial situation, long term financial planning, delinquent taxes, current practices and situations, and the current Delinquent Tax Policy  
POSSIBLE ACTIONS:
  - Authorize sending of delinquent parcels to town attorney
  - Authorize rewrite of current Delinquent Tax Policy for Selectboard review and approval
- Annual audit and single audit including explanation of current situation, if available review of FY'23 contract with Sullivan and Powers, review of schedule for FY'23 review.  
POSSIBLE ACTION: Signing of audit contract
- Current financial situation including review of budget, presentation of March balance sheet and reconciliation (if available), end of year projections, and segregation of highway from general funds
- Explanation of large East Calais Community Trust check to be drawn on next board order
- Status of grants and reserve funds
- Services the Treasurer can provide to the Selectboard
- Potential for creating a Finance Advisory Committee

**8:30 New Business and Adjournment**

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