



# TOWN OF CALAIS

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

## SELECTBOARD MEETING

Monday, April 22, 2024

6:00 pm

Calais Town Hall and Zoom

## AGENDA

### **6:00 Call to Order; Administrative and Action Items**

- Additions or changes to Agenda
- Approve Minutes of April 8, 2024
- Vote to Approve Board Orders; Sign Board Orders
- Sign Rules of Procedure adopted March 11, 2024
- Adopt Community Bank Authorization Form to update signatories on bank accounts

**6:10 Public Comment:** Up to 15 minutes; time will be divided so that everyone has equal time to speak

### **6:25 Road Standards**

Continue discussion regarding existing Town and State Road Standards and potential changes

### **6:35 Bliss Pond Town Forest Survey**

- Discussion with Paul Hannon and Larry Bush of Bliss Pond Town Forest survey
- Possible Action: Authorize funding to complete the survey

### **6:45 2024 Local Emergency Management Plan**

- Review of 2024 plan written by Emergency Management Committee
- Possible Action: Approve plan

### **6:50 Energy Committee**

Update regarding organization of Energy Committee

### **6:55 Route 14 and Marshfield Road Intersection Safety**

Update from group identifying ideas to improve safety

### **7:00 Open Meeting Law Complaint**

- Discussion of complaint
- Possible Action: Respond to complaint

### **7:10 Policy Committee**

- Review and consider draft revisions to financial policies
- Possible Action: Approve proposed changes to Purchasing Policy, Credit Card Policy, Payment Policy and Collection of Delinquent Taxes Policy
- Discussion regarding accrual of leave time prior to adoption of new Personnel Policy
- Possible executive session under 1 VSA Section 313 (a) (3) the appointment or employment or evaluation of a public officer or employee, provided that the public body shall make a final decision to hire or appoint a public officer or employee in an open meeting and shall explain the reasons for its final decision during the open meeting.
- Possible Action: Authorize allowing employees who accrued leave in excess of new maximum prior to change in Policy to keep some or all of that time.

**continued**

## Selectboard Agenda

April 22, 2024

Page 2

### 7:25 East Montpelier Fire Department Interlocal Agreement

- Review proposal for changes to Interlocal Agreement among East Montpelier, Calais and EMFD. Anne W. will present a proposal for a change that would require a one-year notice for termination of the Agreement, and a simplified process for proposing amendments to the Agreement.
- Possible Action: Accept proposal and authorize Anne W. to present proposal to East Montpelier Selectboard and East Montpelier Fire Department.

### 7:35 Financial Report

Presentation from Treasurer and discussion of report through March 31, 2024

### 7:45 Curtis Pond Dam

- Update regarding financing, permitting, and construction plan
- Consider proposed construction and engineering contract
- Possible Action: Approve proposed construction and engineering contracts
- Review application for federal grant
- Possible Action: Approve and sign grant application

### 7:55 Appointments to Swim Committee

- Possible Action: Appoint Tracy Sudhalter to the Swim Committee for a 1-year term ending in 2025
- Possible Action: Appoint Linda Schütz to the Swim Committee for a 2-year term ending in 2026

### 8:00 Central VT Solid Waste Management District Grant Application

- Discussion of grant application for disposal of tires
- Possible Action: Approve grant application

### 8:05 Reports

- Town Clerk: Teegan Dykeman-Brown
- Town Administrator: Kari Bradley
- Status of Shedd v. Calais: Anne Toolan and Jordan Keyes
- Possible executive session under 1 VSA Section 313 (a)1 (E) Pending or probable civil litigation to which the public body is a party.

### 8:15 Highway Department Personnel

- Discussion of Road Crew Member applicants
- Possible Action: Authorize Hiring of Steve Levenberg and Bruce Campbell as Road Crew Members
- Possible Executive Session under 1 VSA Section 313 (a) (3) the appointment or employment or evaluation of a public officer or employee.

### 8:30 Adjournment

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

To join via Zoom: <https://us02web.zoom.us/j/82141865268>

Closed Captioning on Zoom will be available for those who wish to use it.