



TOWN OF CALAIS

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

SELECTBOARD MEETING

Monday, June 12, 2023

6:00 p.m.

Calais Town Hall

AGENDA

6:00 Public Hearing re: Amendments to Calais Zoning Regulations

The Planning Commission will present its proposed changes to the zoning regulations. See the warning of this hearing on the town website for more details.

Possible Action: Warn zoning amendments for town wide vote

7:00 SB Regular Meeting Call to Order; Additions or changes to agenda and administrative items

- Adjourn Dog Hearing of 5/25. Decision will be available for viewing on the town website on Tuesday.
- Approve Minutes of 05/22/23 SB Meeting, Minutes of 5/25/23 Orr ROW hearing, and Minutes of 5/25/23 Dog Hearing
- Sign Board Orders
- Sign bank loan for EMFD fire truck. At our last meeting we authorized application for a bank loan to pay the Calais share in the joint purchase of a Fire Truck for the East Montpelier Fire Department. Community Bank has prepared the document authorizing the loan for \$66,667.

Possible Action: Sign loan document.

- Kent Hill Scoping Project Grant Agreement with CVRPC. In reviewing the contract we signed last month, CVRPC found some typos and has sent a corrected version for us to sign.

Possible Action: Authorize SB Chair to sign the agreement on behalf of the Selectboard

- Municipal Energy Resilience Program Capacity Building Mini-Grant. Scott Bassage has completed an application for a \$4,000 community-capacity grant to build in-house capacity to improve energy efficiency in our town buildings.

Possible Action: Authorize SB Chair to sign on behalf of the Selectboard

- Lightening Ridge Road Pavement project. The state has submitted a grant reimbursement form for the work which was completed last year. Possible Action: Sign the form

- WEC Collar Hill application to construct a 7200-volt electric distribution line in the town ROW.

Possible Action: Approve or deny permit.

7:10 Appointments

- Appoint Constable and Animal Control Officer. Cole Bliss, applicant for the positions of Town Constable and Animal Control Officer, has unofficially already been helping the Selectboard with animal control issues.

Possible Action: Appoint Cole Bliss as Constable and Animal Control Officer

- Appoint New Member to Conservation Commission. Possible Action: Appoint Paul Olander to complete a 4-year term that expires in 2026.

continued

Selectboard Agenda continued

June 12, 2023

Page 2

7:20 Swim Committee Appointments and Possible Replacement of Curtis Pond Dock

Three Calais residents have volunteered to serve on the 2023 Swim Committee, and have unofficially begun working on a plan to replace the raft.

Possible Action: Appoint Daniel Keeney, Pam Kentish, and Adrian Wade, each to a one year term.

Possible Action: Approve purchase and installation of new dock for Curtis Pond swim area, contingent on final PACIF insurance approval.

7:30 Purchase of Generator for Town Hall

Calais has received an Emergency Management Performance Grant from FEMA for auxiliary power generators at the Town Hall and the Maple Corner Community Center, and for upgrading the town's radio communication system. In February the Selectboard voted to commit \$21,463 of ARPA funds for the required 50% town match. Our Emergency Management team has secured a proposal from Brook Field Service in Northfield to conduct the work.

Possible Action: Sign the contract with Brook Field Service and authorize a downpayment of \$8,000 of ARPA funds, with the balance due upon completion of the work in late July.

7:35 Lefevre Curb Cut at 1248 Hayden Road

Possible Action: Approve or deny curb cut permit

7:40 Role of Potential Selectboard Finance Advisory Committee – Presenter: Charlotte Bassage

7:55 Recruitment of New Town Treasurer

Donna Fitch, former Town Clerk and Treasurer, has interviewed our current Interim Treasurer, Sandra Ferver, and other knowledgeable and experienced people in an effort to develop a new Treasurer job description. Sandra has reviewed and commented on the description. Ideally, we would find a qualified candidate available to start employment in the fall so that Sandra could begin training this person during budget season.

Possible Action: Appoint a committee to review the Treasurer job description, recruit applicants, screen applications, and recommend candidates to the Selectboard for interview and potential hire.

8:00 Selectboard Reports

- Roads: Jamie Moorby and Anne Toolan
 - Boom Mower – Possible Action: Authorize a lease-to-buy option
 - Proposal for “No Parking Signs” on west side of County Road in Maple Corner village and “warning signs” at Curtis Pond swim area. Possible Action: Approve purchase and placement of signs.
 - Proposal for stop signs, as per proposed ordinance changes of last February
Possible Action: Authorize purchase and placement of stop signs
 - Report on completion of work on a Class 4 road and in a town highway ROW by Larry Orr.
Possible Action: Issue notice of violation of permit and potential penalties if not corrected within a time certain.
 - Review unsigned curb cut approval from 2020. Possible Action: Sign approved (but unsigned) NCMHA curb cut permit dated 10/1/2020.
 - Road Sign Inventory. Review the CVRPC 2013 list of road signs describing the type of sign, exact location, and when last inspected. Possible Action: Make a plan for Summer 2023 inspections.

continued

Selectboard Agenda continued
June 12, 2023
Page 3

- Emergency Management Team Meeting: Anne Toolan
- Curtis Pond Dam: Jamie Moorby and Gabrielle Malina
- Shared Documents and Emails: Jordan Keyes
- Collective Bargaining Team: Jamie Moorby, Anne Toolan, Jordan Keyes
- Status of Shedd v. Calais: Anne Toolan and Jordan Keyes; Possible Action: Executive session to discuss disposition of impounded horses. Vote to proceed with sale of horses.

8:30 New Business and Adjournment

Possible Executive Session if any of the above items require the Selectboard to discuss privately under Vermont Open Meeting Law.

Note: Agenda items (including the start of the Regular SB Meeting scheduled for 7:00 pm) may be taken up earlier than noted if items are completed more quickly than anticipated.