



TOWN OF CALAIS

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SELECTBOARD MEETING
Monday, September 11, 2023
6:00 p.m.
Calais Town Hall

AGENDA

6:00 Additions or Changes to Agenda and Administrative Items

- Approve Minutes of August 28, 2023
- Sign Board Orders
- WEC Application to Work in Town right of way on Bliss Pond Road. Possible Action: sign, condition or deny application.
- Warning for Selectboard Special Meeting on Tuesday, Sept. 26. Possible Action: Rework and/or authorize publication of warning.

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

6:25 Report from Hiring Committee – Donna Fitch

- Update on Treasurer recruitment
- Presentation of rewritten job descriptions for Town Administrator and Road Foreman.
- Possible Actions: Approve Town Administrator and/or Road Foreman job descriptions, appoint Hiring Committees, and authorize to advertise for positions

7:00 Agreement with Friends of the Calais Town Hall – Clif Emmons

Clif will attend via zoom or telephone to present changes. Possible Action: Sign updated 2023 Agreement with Friends of the Calais Town Hall

7:15 FY'25 Budget Discussion

Discuss the process for developing the proposed FY'25 Town of Calais budget. We will discuss the form of the first draft budget we would like to receive from the Treasurer, develop a list of people and organizations we would like to hear from regarding their portions of the budget, determine which Selectboard member will take the lead for various sections of the budget, and establish a timeline for getting the budget done before the end of the year.

7:45 Selectboard Reports

- FEMA team: Gabrielle Malina
- Roads: Anne Toolan and Jamie Moorby
 - FEMA compliant contracts need to be signed and delivered to contractors for their signatures. Toby Talbot has drawn up a contract for each road construction contractor hired during the flood. Possible Action: Sign contracts.
- Curtis Pond Dam: Jamie Moorby and Gabrielle Malina
- IT Needs: Jordan Keyes
- Status of Shedd v. Calais: Anne Toolan and Jordan Keyes
 - Possible executive session under 1 VSA Section 313 (a) (E) pending or probable civil litigation to which the public body is a party.

8:30 Adjournment

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