

SELECTBOARD MEETING

Draft Minutes

February 27, 2017

7pm Calais Town Office

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Rose Pelchuck, Donna Fitch, Judy Fitch Robert and Gus Selig.

Actions:

Administrative Work, Changes or Additions to the Agenda – Toby Talbot requested to speak on behalf of the East Montpelier Fire Department & Ambulance Service regarding the possibility of expanding ambulance coverage to the Town of Marshfield. Toby, EMFD President, explained the Department had been contacted some ago by Marshfield to see if they would consider contracting with them for ambulance service. Currently Marshfield is served by Cabot Ambulance Service, an all volunteer service, that had about 80 calls last year. EMFD covered 30 of those calls since Cabot didn't send an ambulance. Marshfield is paying \$15,000.00 per year for ambulance service. Toby calculated the cost at EMFD is about \$566.00 per ambulance call just to leave the station. Toby wanted to bring the info to the Selectboard, discuss this option and potentially get Selectboard approval to discuss it further with Marshfield. The East Montpelier Selectboard is also going to be visited by Toby Talbot for the same approval before going forward. John Brabant sees this as a way to bridge the budget gap but also does not want this to continue to turn into a bigger and bigger ambulance service. Scott Bassage thinks expansion in this instance is a good thing. The Selectboard was in agreement; Denise Wheeler directed Toby that it was okay to pursue contract talks with Marshfield and to bring any further information back to the Board.

Town Invoices and Road Commissioner's Orders of the Day - The Selectboard reviewed and processed the invoices and orders of the day as per usual protocol.

Approval of the February 13th Meeting Minutes - The Selectboard reviewed the Minutes. Scott Bassage made a motion to approve the Minutes; Denise Wheeler had some minor corrections that she will forward to Lisa for inclusion in the Minutes. The motion was seconded, voted on and carried 5-0.

Operations Manager Update – Toby Talbot reported the highway vehicles have been working, including the grader used to push back snow piles. Toby is closely watching overtime and utilizing Dana Huoppi as a substitute driver, who is still learning the routes. Toby re-did the color-coded plow route maps for the drivers. Toby reported the VTrans District 5 Manager, Shawna, informed him she had extra grant funds left over for this fiscal year and plans to give Calais \$38,000 for the Hayden Road project. The town will have a 10% match to fund. Toby noted the North Calais Retaining Wall Project was \$15,000.00 under budget, therefore making it more likely to receive additional grant funds. Scott Bassage stated it is a priority to apply for a Hazard Mitigation Grant to up-size the culvert, as identified in the engineering study, to decrease the likelihood of flooding the Town Hall and/or Town Office buildings or accesses.

Town Meeting Preparation and Warning Review – Town Moderator, Gus Selig, joined the Selectboard along with Donna Fitch, Town Clerk & Treasurer, and Judy Fitch Robert, Assistant Town Clerk, to review the preparations and Warning for Town Meeting next week. The Town School District Meeting is first at 9:00 am followed by Town Meeting. Gus Selig suggested combining the

two meetings next year into just one meeting with one Warning. We discussed who will speak to which articles. Donna will explain why we don't have a committee to review the social service organizations annual requests. Donna noted they request the same amount each year except Twin Valley Senior Center's request went up and Adamant Community Club asked for funds this year. The Board of Civil Authority will be working at the polls, microphone runners are needed and there will be a table for same-day voter registration, new this year.

CVRPC Energy Survey – The Regional Planning Commission is conducting a survey to gain input from municipalities about various energy issues. John Brabant will take the survey on behalf of the Selectboard. The Conservation Commission and Planning Commission are also filling out the survey. The self-appointed Calais Energy Group is also participating in the survey. Scott Bassage would like to have solar arrays on the survey.

Denise Wheeler attended the Planning Commission meeting last week and was very impressed with the overlay district maps as viewed on the new, flat-screen monitor. The Conservation Commission will have the same presentation on Wednesday, 3/1/17 at 7 pm.

Treasurer's Report and Budget Update – Town Treasurer, Donna Fitch, reviewed the current budget along with projected costs through June 30, 2017 line by line with the Selectboard this evening. How to track grant funds and grant expenditures is tricky and can be done different ways. Scott Bassage suggests having a separate fund for managing grants and expenses for highway projects. Donna is using the method the auditor, Melanie, recommended. Toby Talbot reports end of the fiscal year projections in the highway budget are right on target and no deficit is expected. Donna Fitch states her figures look like we come out about \$65,000.00 under budget. Denise stated the obvious that the bottom line is we can't go over budget and need to see this budget report monthly to closely monitor the bottom line. Donna agreed to provide the info each month. The Selectboard agreed to have the Treasurer's Report at the first meeting each month to review the previous month's numbers; early on the agenda. Toby's parting gift to the Board is to review the budget again to see where we can watch line items closely.

Other Business – The Selectboard took time this evening to recognize and honor the dedicated service of Scott Bassage and Toby Talbot, who are not running for re-election to the Selectboard. Denise Wheeler, John Brabant and Rose Pelchuck all expressed sincere thanks to them for the many years of dedicated service to the Calais community. “It has been a pleasure to serve with you”, Denise said. Donna, Judy and Gus joined in celebrating Scott and Toby; best wishes were expressed by all!

Toby Talbot made a motion to adjourn at 9:20pm. The motion was seconded by Scott Bassage, voted on and carried 5-0.

Respectfully submitted,

Rose Pelchuck
Selectboard Member