

Selectboard Meeting Minutes

Monday, January 22, 2018 at 7pm at the Calais Town Offices

Present: Denise Wheeler (Chair), Sharon Winn Fannon (Member), Clif Emmons (Member), Jonathan Williams (Selectboard Administrator), Katie Lane-Karnas (Recording Secretary), Jerome Lipani, Donna Fitch, Josh Mulhollem, Larry Bush, Colleen Bloom, Heidi Thompson, John McCullough, Scott Bassage

Absent: John Brabant (Vice Chair), Rose Pelchuck (Member)

1. Call to Order: Denise Wheeler called the meeting to order at 7:00 pm.
2. Public Comment: None.
3. Review of Agenda/Correspondence: None.
4. Recurring Items, Presentations, Reports
 - a) Calais Lakes & Streams Committee Presentation & Request: The Committee is seeking a grant for aquatic invasive species (AIS) spread prevention efforts from the VT DEC that is available for municipalities (but not other organizations) and is therefore seeking the Selectboard's support. Josh Mullhollem, Management Coordinator overseeing AIS at the VT DEC, was present to share information and answer questions. The Coordinator described the public access greeter program: greeters (town employees who are trained by the state) are helping boating enthusiasts understand if their boat is in danger of transporting invasive species in plant material. The Coordinator and Selectboard discussed the level of Town in-kind contributions needed, terms of the grant, and details of the greeter program, as well as the potential need for a line item in the budget for this program. Denise Wheeler made a motion stating that the Selectboard is in favor of this grant and Clif Emmons seconded; the motion passed 3-0. Clif Emmons moved and Sharon Winn Fannon seconded to authorize the Selectboard chair to sign for the Town's support of this grant application; the motion passed 3-0.
5. Business Items for Possible Vote:
 - a) Town Hall Renovation Committee Update: Donna Fitch and the Town Hall Renovation Committee presented a different way of configuring the addition on the back of the building which would result in a more economical use of space, including a window and storage. The Selectboard and Committee discussed use of salvaged windows, wiring the building for a generator, and garden tool storage. The Committee shared an income and expense projection update. The Selectboard discussed their continued support for asking the voters for a loan of \$200,000, as well as the need to communicate the historical as well as the future return on investment significance of this project. The Selectboard and Committee discussed implications for use of Town Hall in in the event that the school building not being owned by the town as a result of Act 46.

- b) Budget Review: The Town Treasurer and Selectboard discussed putting the Aquatic Invasive Species grant on the warning, and reviewed last details of items needing to be updated. The printer's final date for submission is January 29.
 - c) Warning: The Selectboard reviewed the edits to the Warning provided by the Town Attorney, and discussed article language and sequence. The Selectboard discussed possible candidates for moderator of the school meeting, and the content of the Selectboard's report.
 - d) 'Cafeteria Plan' Health Care Opt-Out Stipend: This item was moved to a future meeting.
Operations Manager Job Description: Scott Bassage commented regarding the original Selectboard meeting minutes that describe the intent of the creation of the Operations Manager position in regard to control and oversight of the entire Highway budget.
 - e) Reserve Funds Balance Policy: This item was moved to a future meeting.
6. Review of Assignments, Minutes, Warrants, Upcoming Meetings
- a) Review, discussion, and approval of minutes: This item was moved to a future meeting.
 - b) Warrants: The Board reviewed the invoices and orders were processed for payment.
 - c) Assignments: None.
 - d) Other Business: None.
7. Executive Session 1V.S.A. 313 (a)(3) - Personnel Matters: The Selectboard entered into executive session at 9:20 pm for the purposes of an employee evaluation pursuant to 1 VSA section 313(a).
The Selectboard resumed the regular session at 10:50 pm. Denise Wheeler had nothing to report publicly.
8. Adjournment: Clif Emmons made a motion to adjourn the meeting. The motion was seconded by Sharon Winn Fannon and carried 3-0.

Date: 1/24/2018 Respectfully Submitted, Katie Lane-Karnas, Recording Secretary
Approved by the Selectboard at the 1/29/18 meeting