

SELECTBOARD MEETING

Approved Minutes

March 10, 2014

7:00 pm Calais Town Office

Present: Selectboard members Scott Bassage, John Brabant, Rose Pelchuck, Toby Talbot, Denise Wheeler; Donna Fitch, clerk; Alfred Larrabee, road commissioner; Paul Rose, Ginny Kern, Rick DeWolfe, Peter Harvey, Will Walters (Hardwick Gazette).

The meeting was called to order at 7:10 p.m. by Chair Denise Wheeler. Denise made a motion to give Rose the Netbook she has been using to take selectboard minutes and to give Rose her full selectboard pay for the fiscal year as a thank you for her years of service. The motion was moved, seconded and unanimously approved.

Post Town Meeting Organization

Rose nominated Denise as chair. The motion was moved and seconded. Denise was unanimously elected. Scott nominated John as vice chair. The motion was moved, seconded and unanimously approved. Donna was nominated by Scott as clerk of the board. His motion was moved, seconded and approved.

The selectboard will meet at 7 p.m. the 2nd and 4th Mondays of the month at the Town Hall May through October and at the Town Office November through April.

Public Comment on Nonagenda Items

Donna received an inquiry about junk cars and whether the town has an ordinance. It does not. John said the State governs this and the contact is Shawn Donovan, Waste Management Division, at the Department of Environmental Conservation, at 522-5683.

Appointments

The board reviewed the list of appointed positions to be filled. Truant officer was removed from the list. Toby made a motion to approve, Rose seconded the motion and the following appointment were approved: Web master – Scott Bassage; Animal Control Officer and First Constable – Wilson Hughes; Second Constable – Nathan Singleton; Delegate to CVSWMD – Bill Powell; Alternate to CVRPC – John Brabant; CVRPC TAC Committee – Rick DeWolfe; Inspector of Lumber – Greg Pelchuck; Weigher of Coal – Peter Harvey; Energy Coordinator – Bill Powell; VT State Police Community Advisory Board – Peter Harvey.

Minutes

Scott moved to approve the minutes of February 24. Toby seconded and the minutes were approved with a couple minor corrections.

Road Commissioner Update

Alfred reported he is ready for mud season when it comes. Gravel will be piled at the Town Hall for access closer to that side of town. Bickford Quarry is not open yet for gravel extraction; gravel is still frozen. After the upcoming storm, the road crew will push back snowbanks so water will drain off the roads when the snow melts. The building over the tanks at the town garage has been completed. The contractor will come back and install a door on the backside for access to storage.

Temporary Operations Manager update

Toby handed out two weeks of activity reports. The ancient thermostat in the town garage has been replaced and a new freeze-warning thermostat hooked up to the phone which will call Alfred at home if the temperature gets too low. As part of the PACIF grant from VLCT, Toby and Alfred are costing out a fire alarm and security system for the garage.

Toby met with Barbara Weedon and Conrad Smith, Roads Advisory Committee members, to discuss tree trimming techniques. The selectboard will discuss and add to roads standards. Toby met with Bill Powell about replacing the lights in the garage which flicker. Efficiency Vermont has a rebate program. The floor drain in the garage had wood covering it; it has been replaced with a metal cover flush with the floor. New air hoses are being installed so they don't have to be pulled as far across the garage. Donna asked when the curtains are going up. Guthrie has been keeping pocket notes which Toby said have some incredibly

good information. Guthrie has logged every time he sands and plows. He has sanded 88 times and plowed 26 times. There have been 11 ice events. Four times he sanded 3 times in one day. One day in January he went out 4 times. Guthrie also kept track of his loads of gravel. He went to Bickford's 35 times. Over 12 months, he had 66 trips for stone, 51 for gravel. Just hauling gravel equaled 785 miles of trucking.

The highway crew has started tracking the activities that take place when they work overtime and indicating it on their time cards. The selectboard asked for a sample. One week the road crew put in 47 hours of overtime. There was discussion of getting Dave Antoine in to work with the road crew, applying their work to the new road standards.

Rick DeWolfe will do engineering on Moscow Woods bridge and North Calais bridge for a cost of \$3,000. Rick will look at the decks after snow and ice leave (May). Alfred said the beams underneath were sandblasted and painted in Don Singleton, Jr's time, but a new deck was not put on at that time.

Alfred explained that bridges that are posted for weight have to be registered with DMV (Max Gray, Still Brook and Moscow Woods bridges). Toby and Alfred will take care of this registration. Rick suggests inventorying bridges and having an engineer rate them. Denise to email the Roads Advisory Committee. Rick said it is his personal opinion that a culvert greater than 36" should be inspected. Anything with 18" or less cover is a problem. Rick will bid out the North Calais retaining wall now that the expense has been approved at town meeting.

Ehren and Mario Noguiera ROW Permit Request

Alfred explained that the rocks that were placed by the Noguieras are 3 to 4 feet from the travel portion of road. Behind the rocks, a fence is 14 feet from the center of the road, but if rocks were moved there is room for plowing. Based on the discussion at the last selectboard meeting, Alfred offered to the Noguieras that the town would move the stones to back side of fence and Ehren and Mario can be there to point where they want them placed. However, the fence and stones are still in the town ROW. Alfred and Denise expressed concern about the town's liability since the town is now involved in moving the stones. "We've got an offer on the table," Alfred explained. John suggested the selectboard talk to the insurance company. Denise will call VLCT and ask what the repercussions are if the town moves the stones. Approval of the permit was postponed.

Sign at Recycle Center

Scott will follow up with Chris Miller.

Town Highway Class 2 and Structures Grants Due April 15

Toby said, "Do we conform? That has to be answered on the grant application." If the town's standards aren't accepted by the State, the town will receive 70% for Class 2 grants and 80% for Structures grants rather than 80% and 90% respectively. For example, a 10% loss for County Road paving would be \$17,500 loss of income from the grant. Toby mentioned that another requirement of the grant is to create a list of deficiencies but he wasn't sure how that was defined. The town does have a culvert inventory, for example. It was questioned whether the 80% is 80% of total cost or 80% of the town's share. Denise reminded the board to not forget white lines on County Road after it's paved. To narrow the side lanes, the town has to lower the speed limit and a traffic study is needed to do that.

Vtrans/ANR Response to Calais' Road and Bridge Standards

The Calais Road Standards were submitted to the Agency of Natural Resources (ANR). John responded to their email. John said Calais is parsing the language with the Agency of Transportation (AOT). He had a meeting with the deputy secretary of transportation. Making ditches shallower was discussed and the fact that the Calais Roads Advisory Committee's recommendation is less intrusive. AOT said shallower ditches would create an erosion situation. Scott noted that ditches don't have to be made with a grader. In Stannard an excavator is used and their ditches are grass lined. John said he thinks we can massage the ditching language, but he thinks that the ASTO guide is being imposed as standards, rather than a guide.

Rick Dewolfe said AOT may bring up other issues with the Calais Standards; the concerns they have expressed to date are not all inconclusive. "I looked at the Calais standards as an engineer working for AOT," Rick said. For example, "weathering steel guard rails" might be a better term, and they are rated at 70 miles an hour. Rick has concerns about erosion and width of roads in the Calais standards. He

referred the selectboard to Chapter 6 Vt Highway Design Guidelines adopted in 1990s for VT Local Roads, which covers all Calais roads but does not include ANR's water quality requirements. He said that people should become familiar with Chapter 6. Scott provided the link to the web site.

In summary, Denise said the Calais road standards are still a work in progress. Rick said to pay attention to Lake Champlain legislation. Roads are 30% of the problem. Agriculture is 31%. Toby will talk with Tom Anderson regarding the Calais standards as they relate to the grants' due date (April 15). Denise noted that the town needs AOT's final decision in writing.

Change Employee Sick and Vacation to Calendar Year

Donna explained that it is less time consuming to track vacation and sick days annually for all employees rather than from their start date. She will calculate vacation and sick time to get all employees on an annual basis. The board agreed.

Sheriff Contract

It was moved, seconded and approved to sign the Washington County's sheriff's contract for FY2015 for up to \$3,000.

Possible agenda items for March 24th meeting:

- Meet with delinquent tax collector Nedene Martin
- Review draft delinquent tax policy
- Delinquent Tax penalty rate
- Letter from Kristina Michelsen, Esq. re: Lilley interest
- Move Fairpoint lines to WEC poles (Connie Faircloth & Brent Lilley)
- Energy Committee (Karin McNeill)

Executive Session

Denise made a motion to go into executive session with Dot Naylor, Acting Zoning Administrator, and Donna Fitch, Clerk and Treasurer, in accordance with 1 V.S.A. § 313 (a)(1) for the purpose of discussing a legal matter. The motion was seconded, voted and carried 5-0. After coming out of executive session, Denise made a motion authorizing Dot Naylor to contact Attorney Joe McLean regarding Steve and Deena Smead's appeal of the Development Review Board's decision on their property. The motion was moved, seconded and approved 5-0.

Other Business

The board discussed having a Board of Civil Authority meeting to talk about possible future town and/or school meeting locations.

The meeting adjourned at 9:00 p.m.

Respectfully submitted,

Donna Fitch, Clerk