

Selectboard Meeting Minutes

Monday, April 9, 2018 at 7pm at the Calais Town Offices

Present: Denise Wheeler (Chair), John Brabant (Vice Chair), Rose Pelchuck (Member), Sharon Winn Fannon (Member), Clif Emmons (Member), Katie Lane-Karnas (Recording Secretary), Jerome Lipani, Meg Docket, Greg Pelchuck, Jan Ohlsson, John McCullough, Toby Talbot, Alfred Larrabee

1. Call to Order: Denise Wheeler called the meeting to order at 7:15 pm.
2. Public Comment: None.
3. Review, Additions/Changes to Agenda: None.
4. Curb Cut Application for Perennial Field Major Subdivision Project: Meg Docket (application #CC-01-2018 & CC-02-2018) and the Selectboard reviewed the plans for Perennial Field Project's curb cut entrance and related project questions and details. The Selectboard and Road Commissioner discussed the requirements for approval of the project, including culvert and site distance requirements in driveway road construction. John Brabant moved, and Rose Pelchuck seconded to approve the application for the curb cut; John Brabant made a motion to amend the original motion to allow Denise Wheeler to sign the application on behalf of the Selectboard; the amendment passed 4-0 (Sharon Winn Fannon abstained). John Brabant motioned, and Rose Pelchuck seconded to approve this application; the original motion passed unanimously 4-0 (Sharon Winn Fannon abstained).
5. Road Commissioner Update: The Road Commissioner provided an update on mud season road work and his progress in researching potential approaches to the broken motor on the 2012 truck. Greg Pelchuck commented from his professional experience on truck maintenance considerations. He commented that the Selectboard might consider changing the approach taken in the capital plan to adjust the length of time a truck is in use so that the Town's life expectancy of a truck is the length of its extended warranty—a 6-year period instead of 8 (3 years of a factory warranty plus 3-year extended warranty). The Road Commissioner will continue to gain information and compile options (regarding the out of operation 2012 truck) for the Selectboard to consider at the next meeting.
6. Town Hall Renovation Update: The Town Hall Renovation Committee is exploring fundraising opportunities. Denise Wheeler and Clif Emmons have been attending meetings representing the Selectboard.
7. Kent Hill Rd. Culvert Replacement: The Operations Manager provided details on the Kent Hill Road culvert which became blocked and allowed the road to flood in 1984. He

commented that the existing elevation of the floor of Town Hall is inches into the flood plain. The larger culvert would allow more debris to move through than a smaller culvert, preventing road wash out, and is estimated to cost \$300,000. With the upcoming renovation of the Town Hall, the elevation of the floor will be raised two feet.

The Operations Manager reviewed the potential grants for the road culvert replacement, and his plans to create a cost-benefit analysis of creating a culvert at this price with these available grants, including consideration of the details of the last flood event (1984) and the cost at that time of road and building repair. The Operations Manager will return to the Selectboard with details of a cost-benefit analysis and potential action steps. The Operations Manager also reported that the Town has received two Better Roads Grants (Bliss Road and Luce Road) and is pursuing resolution on another road concern (Sadie Foss) with an additional grant opportunity. The Road Commissioner and Operations Manager reported that they have sent materials to the VTRANS materials lab for analysis and will send the Selectboard the report. They have improved material quality for Town use by stockpiling gravel in the yard instead of taking it directly from the pits.

8. Hazard Mitigation Plan Expiration (2020): The Chair advised the Board that they will be working on this and the Town will be applying for the CVRPC grant.
9. Reduce Planning Commission Members: Planning Commission members discussed the challenge of finding sufficient members, and the number of members needed for a quorum. They proposed moving from seven to five members, allowing them to be more likely to have a quorum and make decisions efficiently.
Denise Wheeler motioned to reduce the number of Planning Commission members from seven to five. Clif Emmons seconded, and the motion passed unanimously. The Selectboard will move the number of members back up to seven should new potential members become interested.
10. Appointments/Reappointments: The Chair motioned to reappoint Katie Lane-Karnas as Recording Secretary, Bill Powell as Energy Coordinator, David Ellenbogen as TAC (CVRPC), Neil Maker as Tree Warden, and Ann Winchester as the E-911 Coordinator, all for one-year terms. Rose Pelchuck seconded, and the motion passed unanimously. The Selectboard discussed appointed positions that are ceremonial versus functional in nature and whether the positions have been utilized in recent years.
11. Review and Approve Minutes: This item was tabled until a subsequent meeting.
12. EMFD Quarterly Meeting: The Selectboard will meet with the East Montpelier Selectboard and East Montpelier Fire Department Board of Directors Thursday, April 12th at 7:00 pm for the quarterly financial review and update at EMFD Station 2, 54 Village Acres, East Montpelier.
13. Personnel Matters - Executive Session: Sharon Winn Fannon made a motion to go into Executive Session at 8:55 pm for the purpose of discussing personnel matters in accordance with 1 V.S.A. subsection 313 (a)(3). The motion was seconded, voted on and carried 5-0. The

Regular Session resumed at 9:12 pm. The Chair reported the Selectboard reviewed the example NEMRC spreadsheet used to track various grants in the NEMRC system. CVRPC may work with the Town on a grant tracking system for the office that can be used for all types of grants awarded to the Town.

14. Adjournment: John Brabant made a motion to adjourn at 9:20 pm. The motion was seconded, voted on and carried 4-0 (Clif Emmons left prior to adjournment).

Date: 4/10/2018 Respectfully Submitted, Katie Lane-Karnas, Recording Secretary
Approved by the Selectboard at the 4-23-2018 meeting

Future Meeting Agenda:

Road Commissioner Update (2012 truck)

Operations Manager update on road culvert research and potential routes