

## SELECTBOARD MEETING

### *Approved Minutes*

October 8, 2012

7:00pm Calais Town Hall

**Attending:** Denise Wheeler, John Brabant, Mike Garand, Scott Bassage, Toby Talbot, Donna Fitch, Alfred Larrabee, Will Walters, Heidi Joyce and Rose Pelchuck.

#### **Actions:**

Wellness at Your Municipality– Heidi Joyce, VLCT representative conducts wellness programs for participating towns and described the various programs and wellness screenings available to town employees, including free flu shot clinics in October. Heidi Joyce is willing to come to Calais to perform a health screening (five or more employees must attend). She also does the wellness screening at the annual plow rally for municipal drivers. Handouts were provided to the Selectboard, Town Clerk and Road Commissioner.

Approval of the September 24<sup>th</sup> Meeting Minutes– John Brabant made a motion to approve the Minutes as amended. The motion was seconded, voted on and carried 4-0-1. Toby Talbot abstained from the vote. Denise Wheeler has heard public comment about the delay with publishing Approved Minutes. In most cases, the DRAFT Minutes are approved at the following meeting but the Selectboard meets at two to three week intervals, which accounts for the delay. The agenda is published prior to each meeting. Townspeople were encouraged to read the agenda and plan to attend the meeting if they would like to learn more about an issue. If someone would like to attend the meetings and take notes to publish on Front Porch Forum (as Peter Harvey did for many years) the Selectboard would welcome that. The Selectboard agreed not to widely distribute the official DRAFT Minutes by Rose Pelchuck on Front Porch Forum. DRAFT Minutes can be read at the Town Office

Microphones at Town Meeting – The Selectboard discussed buying microphones that can be used at Town Meeting. Scott Bassage will obtain some price quotes.

PACIF Insurance Renewal Application– The listing of insurance coverage was reviewed by the Selectboard and Town Clerk. Donna Fitch is sending it back to VLCT.

Budget Update – Donna Fitch, Town Clerk & Treasurer, presented the budget update for July 1<sup>st</sup> to September 24<sup>th</sup>. The Selectboard reviewed the data, noting the town realized a cost saving in health insurance of \$8,000.00.

Road Commissioner Update – Alfred Larrabee reported the road crew is still working on East Hill Road. The Singleton Road project has begun. The culvert was delivered and he is hoping by first of next week the road will be open. Some vandalism happened last Saturday to road barricades. Alfred noted that it would take at least two more weeks if not longer to complete the project. Bowen Excavating from East Calais is the contractor for the job. Other things the road crew has been doing include: putting a new manhole cover with poured concrete around it in Maple Corner, put locks on the fuel fill tubes and motion detector lights on the town garage. The lights cost \$900.00 with a rebate of \$350.00, Alfred reported. The new truck that had engine problems is back up and running with no cost to the town, except for the annual vehicle inspection.

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

CVSWMD Update – Denise Wheeler reported grant money (\$3,000.00 per town on the first round) is available for one-time projects from CVSWMD. Donna Fitch suggested having a sign made for our recycling center. Erecting a fence around the recycling depot is another identified need.

Regional Economic Development Corporation and Regional Planning Commission Merging – The

Selectboard discussed the possible merger between these two entities. They continue to work with Act 250 and have projects that everybody has looked at. They still have some legal work to do to determine if they can legally merge. Denise Wheeler suggested a rep come to a Selectboard meeting to answer questions.

Wiesbart Donation Check – Paul and Lillie Wiesbart made a \$2,000.00 donation to the town and the check is in town vault. John Brabant made a motion to put the check in the Town Conservation Fund and earmark it for use by the Calais Trails Committee. The motion was seconded, voted and carried 5-0.

Revised Animal Control Ordinance – The Selectboard once again reviewed the DRAFT Town of Calais Animal Control Ordinance. Public comment will be heard at the next meeting. The Selectboard talked about the overlap of constable and animal control officer duties. What are the statutory limits for abused or neglected animals? The ordinance does not cover this. Other language adjustments were made. The Selectboard discussed possibly paying an animal control officer or offering Fred Bushway a financial incentive to be readily available. John Brabant mentioned Four Paws, located in the old humane society building, that could be used as an impound facility. Denise Wheeler will check it out and report back to the Selectboard.

Constable Authority – The Selectboard discussed what level of authority our town constables possess in light of the new state law effective July 1, 2012 that states the constables have no law enforcement authority without one week of police academy training followed by 60 hours of certified on-the-job training with a law enforcement agency (that is difficult to get). Since speeding in town is an issue, the Selectboard asked Alfred Larrabee to identify areas where speeding is a problem. The Sheriff's Department will be notified to increase patrols in those areas. Beforehand, Toby Talbot will work with Alfred to check the areas to be certain they have correctly posted speed limit signs. The Selectboard may increase the contract amount for the Sheriff in the future.

Fireworks Ordinance – Toby Talbot, EMFD Officer & Selectboard Member, provided an update to the Selectboard on the process to obtain a Fireworks Permit and the need for the Town to adopt a Fireworks Ordinance. One must obtain a Fireworks Permit 15 days in advance of shooting off Class C fireworks according to state statute. The permit is issued by the Fire Chief or the municipality for towns that do not have a fire department. In reviewing the liability issues presented by signing a fireworks permit, the East Montpelier Fire Department's legal counsel, Paul Giuliani, suggested East Montpelier and Calais have an ordinance to clearly spell out what is expected. EMFD is trying to meet the letter of the law. Anyone in Calais does not have the option of shooting fireworks legally at present since EMFD will not issue Fireworks Permits in Calais without the ordinance in place. East Montpelier adopted the Fireworks Ordinance on October 1, 2012. Action will be taken up at the next meeting.

Discontinuance of TH 7 – Gary Schultz sent a letter to discontinue TH 7 that is his driveway. According to the Schultz's, they have had it surveyed. Since it is an existing Class 4 Road and is on the Town Highway Map, Toby Talbot does not think we need a survey. John Brabant and Scott Bassage will look at the state statute, Paul Gillies' Step by Step Guide to throw up a road and the VLCT handbook to determine the correct process.

EMFD Interlocal Agreement continued discussion – The East Montpelier and Calais Selectboards will continue discussion at the joint meeting on 10/18/12. Toby Talbot suggests getting it finished with the split each town will pay of it at which point EMFD will have to look at it and make any necessary changes.

Tentative Agenda for the October 29<sup>th</sup> Meeting:

- Steve Gray snowmobile
- Fireworks Ordinance
- Revised Animal Control Ordinance and public comment
- Discontinuance of TH 7 request

Toby Talbot made a motion at 9:00pm to continue the meeting to Thursday, October 18, 2012 at 7:00pm at EMFD Station 2 in East Montpelier. The motion was seconded, voted on and carried 4-0.

Respectfully submitted,

October 8, 2012, Minutes  
Continued, Page 3

Rose Pelchuck  
Selectboard Administrative Assistant