

SELECTBOARD MEETING
Approved Minutes

November 12, 2012

7:00pm Calais Elementary School

Attending: Denise Wheeler, John Brabant, Scott Bassage, Toby Talbot, Donna Fitch, Alfred Larrabee, Will Walters, Steve Gray, Dan Currier, Ann Smith and Rose Pelchuck.

Absent: Mike Garand

Actions:

Approval of the September 17th Meeting Minutes – Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 4-0.

Approval of the October 8th Meeting Minutes - Scott Bassage made a motion to approve the Minutes with one correction. The motion was seconded, voted on and carried 4-0.

Approval of the October 18th Joint Meeting Minutes - Scott Bassage made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 3-0-1. John Brabant abstained from the vote.

Approval of the October 29th Meeting Minutes - John Brabant made a motion to approve the Minutes as written. The motion was seconded, voted on and carried 3-0-1. Toby Talbot abstained from the vote.

Budget Update – Donna Fitch, Town Clerk & Treasurer, reported she has not looked at the budget recently but will have a budget update to present at the next meeting. Donna will further research if it is beneficial to refinance the two remaining truck loans. Donna recommends switching disability insurance from Dearborn Insurance and will have more info at the next meeting.

Health Insurance Renewal – Donna Fitch stated the current health insurance is working well; no changes are recommended.

Dog Ordinance Revision – VLCT is reviewing our Draft Revised Animal Control Ordinance. The Selectboard will review any suggested changes at the next meeting; proceed to hear public comments and then move toward final adoption. Denise Wheeler provided an update on a recent animal incident she has been dealing with. Josh Larkin, an East Calais resident, is willing to fence in an area in his yard for hard to place animals in quarantine. Toby Talbot noted that Josh Larkin should be appointed as a Second Animal Control Officer, a public official authorized to act on behalf of the town thereby covered by the town's public official insurance.

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.

Road Commissioner Update – Alfred Larrabee reported the Singleton Road project is done. Ballentine Road will be done by tomorrow. All road crew pager numbers have changed the first three digits to 250 and last four remain unchanged. Toby Talbot asked Alfred to list any pending road projects. Alfred stated the State work is done; Geraldine's ditch near her house needs attention and ditch work near John Brabant's on Singleton Road. Denise Wheeler asked Alfred about applying for the State Highway Grant for the last mile of resurfacing the County Road (that we would know about in May and the funds would be available July 1st). John Brabant is concerned about brush and dirt down over the bank on Singleton Road that will wash right down into the stream below. Alfred said he plans on stabilizing that area. The guardrails are now installed and John Brabant reported the back-fill is high in one area and the gravel needs to be pulled back so it doesn't wash into the stream.

Public Comment – none.

Mountain Tamers Snowmobile Club Update – Steve Gray, Director, reported the work is finished on Leonard Road, having added four culverts and spent \$4,200.00 in materials. Steve stated he doesn't want their work to erode and asked if the town can take action to close Leonard Road (Class 4 Road) to wheeled vehicles in

order for the road to have a chance to dry out and firm up. Trail-grooming equipment would need to have access to the road, as the VAST Trail system is open from December 15th to April 15th. The Selectboard discussed several options such as having a gate with a key, putting up a sign stating the road is closed to vehicular traffic, and dropping a tree or two across the road. The Selectboard agreed to put a temporary post and plank with a sign "CLOSED TO TRAFFIC" sign. Further discussion on making Leonard Road a pent road will be taken up at the next meeting.

Request for Plowed Highways to be used by Snowmobiles List - The Selectboard reviewed the annual list for parts of town roads to be used by snowmobiles in order to connect to the trails. Toby Talbot made a motion to approve the revised list dated November 7, 2012 as presented by Steve Gray, Director of Mountain Tamers Snowmobile Club. The motion was seconded, voted on and carried 4-0.

Central Vermont Regional Planning Commission Calais Roads Erosion Report - Dan Currier from the CVRPC presented the Calais Roads Erosion Report comprised of data collected on 46 road erosion sites in Calais. Each site was assessed, prioritized and a treatment plan was developed for the worse six road erosion sites. The report also notes which sites would be good candidates for a Better Back Roads Grants (AOT). ANR formerly ran the Better Back Roads grant program. Dan Currier reviewed each of the top six sites in detail. The top six sites all had steep slopes and run-off deposition into a stream. Recommendations for erosion treatment included installing more culverts, installing headers and footers on all new and existing culverts, adding stone aprons at culvert outlets, cutting down soil berm along some roadways and having stone lined ditches. The final Roads Erosion Report summary will include all 46 sites. Dan uses the Better Back Roads Manual that explains why you want to do this work. Denise Wheeler said, "People have a fit when you try to do this work". Toby Talbot had strong concerns because of the sediment going into our streams. Denise suggested that the road work be presented to residents as a way to take better care and preservation of our streams. Denise would like less focus on road maintenance and more on education of our natural resources.

Ann Smith, Executive Director of Friends of the Winooski River, spoke about an educational program she intends to provide with Noreen Bryan of the Calais Lakes & Streams Group. We have 83 miles of roads in town plus driveways and homeowners don't know what to do about erosion. Ann Smith wants to write a Watershed Grant to have an educational piece and technical part to help homeowners on private roads and private driveways. Toby Talbot praised the effort to write a grant noting what the damage to the waterways is if we don't fix the roads; the adverse impact on streams over time with sediment and phosphorus going into waterways. Ann Smith said her intent is to do at least one grant. Alfred Larrabee thinks it's great, noting it is important to bring them to daylight, which is helpful. Dan Currier stated an Eco-restoration Grant funded this work through the Agency of Natural Resources. CVRPC is in contact with the Better Back Roads Grant people and will keep the Selectboard posted.

EMFD SCBA Request to Spend EMFD Capital Reserve Funds – The Selectboard approved the authorization of East Montpelier Fire Department to spend the designated Capital Reserve Funds to purchase 16 new Self Contained Breathing Apparatus set ups with masks. John Brabant made the motion to approve this expenditure of EMFD funds. The motion was seconded, voted and carried 4-0. Denise Wheeler will send a written letter to EMFD noting this motion passed.

Fireworks Ordinance – The Selectboard reviewed the Draft Ordinance Relating to the Use of Fireworks Within Calais as presented by East Montpelier Fire Department, identical to the ordinance passed last month in the Town of East Montpelier. Scott Bassage made a motion to adopt the above named Fireworks Ordinance as presented and to proceed with the ordinance process. The motion was seconded, voted on and carried 3-0-1. Toby Talbot abstained from the vote.

Review Roads Spreadsheet – Scott Bassage devised a spreadsheet to track complaints and compliments for road issues. Each time the town clerk or Selectboard member receives a comment; it gets logged into the spreadsheet, communicated to the Road Commissioner and handled appropriately. When resolved the person reporting the situation receives a call back noting how and when the situation was resolved. The form will be kept by Donna and Judy in the town office.

Town Hall Update – Scott Bassage reported the Historic Preservation Commission met on August 24, 2012.

As reported in 2010, the Historic Preservation Commission has already received a \$10,000.00 certified local government grant to conduct a complete feasibility study, including a top to bottom analysis of what the Town Hall building faces. After completion of the study, the town will have a Master Plan of projects/options that will hopefully lead to greater utilization of the building. Energy efficiency is key to greater use of the facility. The commission sent out the Request for Proposals for the third time, in hopes of getting interest from architects that specialize in restoration of old buildings. Scott believes they will get someone to do the work this time. It was duly noted that Scott Bassage rejoined the Historic Preservation Commission. Curtis Johnson is working with an engineer to look at the water drainage problem at the Town Hall. Scott Bassage recommends the installation of a standing-seam roof on the building. One penny on the tax rate would raise about \$18,000.00 for the new roof. Toby Talbot suggested putting a separate article on the Warning for the roof replacement expenditure.

TH 7 Discontinuance – John Brabant will meet with the Schultz's about the road.

Emergency Plan Update – Toby Talbot is updating the town's Emergency Plan and will send it to Rolf Mueller to be put on the town's website.

Professional Services Agreement with Stone Environmental – Toby Talbot made a motion to authorize Denise Wheeler to sign the agreement to contract with Stone Environmental for work at the McCullough Crushing property in East Calais. The motion was seconded, voted on and carried 4-0. Stone Environmental plans to do the work Thursday November 15, 2012.

EMFD Changes to the Interlocal Agreement – The Selectboard discussed the timeline reviewed at the October 18th Joint Meeting and will send any changes to Jay Copping, EMFD President. The Selectboard agreed they need to work on the Interlocal Agreement.

Beaver Baffles on Adamant Pond – John Brabant walked the property around Adamant Pond for hours with Bill Porter and his daughter, Molly (he even saw an eagle). The Porter's believe the water level is low and wants to meet with the Selectboard to talk about the area, dam ownership and have a larger discussion.

Other Business:

- Don Heise hurt his back and is unable to continually clear the debris the beavers keep putting on the Curtis Pond Dam and thought maybe it could benefit from a beaver baffle. John Brabant reported the State Dam Safety Engineer, Steve Bushman, said NO otherwise if it fails, the state would be liable. Donna Fitch mentioned this came up at the Maple Corner Community Center's annual meeting.
- NIMS – National Incident Management System training in which all town executives and road commissioners should have the training to comply with State regulations. It is available both online training and in person. Toby Talbot will look into finding a training session for the Selectboard.

Executive Session: Zoning Enforcement, Appeals, Litigation – Toby Talbot motion to go into Executive Session in accordance with 1 V.S.A. subsection 313 (a) (1) at 9:16pm for the purpose of discussing a zoning violation. The motion was seconded, voted on and carried 4-0. The Regular Session resumed at 9:27pm. Denise Wheeler had nothing to publicly report.

Tentative Agenda for the November 26th Meeting:

- Further discussion on Leonard Road and pent roads
- Water level on Adamant Pond with Bill and Molly Porter
- Town Invoices and Orders of the Day

Toby Talbot made a motion to adjourn 9:30pm. The motion was seconded, voted and carried 4-0.

Respectfully submitted,

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Rose Pelchuck
Selectboard Administrative Assistant