

SELECTBOARD MEETING
Approved Minutes

December 10, 2012

7:00pm Calais Elementary School

Attending: Denise Wheeler, Scott Bassage, Toby Talbot, Donna Fitch, Alfred Larrabee, Sasha Bianchi, Julie Benedict and Rose Pelchuck.

Absent: John Brabant and Mike Garand

Actions:

Approval of the November 26th Meeting Minutes – Toby Talbot made a motion to approve the Minutes as written. The motion was seconded, voted and carried 3-0.

Approved Minutes from the November 12th Meeting – Steve Gray, Director of the Mountain Tamers Snowmobile Club requested a point of clarification regarding work done on Leonard Road, as documented in the Minutes. The club paid \$4,200.00 in total for material, equipment and labor for the roadwork done this fall. Steve Gray requested the posted sign on Leonard Road should read “Closed Temporarily to Wheeled Traffic” instead of Road Closed. Donna Fitch will make a sign that can be mounted and covered in plastic.

Budget Updates – Denise Wheeler noted there was a question about money for sand in the highway budget. Alfred Larrabee explained the sand line item was zero because it was paid for in the last fiscal year (in May 2012). Salt also has a separate line and is zero. The salt shed was filled prior to July 1st and Alfred plans to fill the salt shed again in the spring. Donna Fitch has put some health insurance figures in for the next fiscal year. Alfred Larrabee has a spreadsheet from Donna Fitch to fill in his next proposed Highway Budget. Toby and Donna discussed the equipment fund was intended to pay the principal and the interest line item should pay the interest.

Update on Proposed Changes to the Zoning Regs - Scott Bassage proposed to hold a public hearing on the proposed changes to the Zoning Regulations on January 7, 2013 at 7:15pm during the regular Selectboard Meeting. Scott Bassage will check with the Planning Commission to be sure someone is here to answer questions.

Ordinance Relating to the Use of Fireworks Within Calais - Donna Fitch informed the Selectboard the notice to adopt this ordinance has been published and posted and will become effective February 11, 2013 if no petition to appeal is received.

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.

Washington Electric Co-op Permit Request re: Marshfield Road - The Selectboard reviewed the permit request by WEC to construct a 7200 volt electric distribution line beginning near the home of Marianne Miller. By reviewing the plans, the Selectboard was not clear if WEC intended to install the lines overhead or dig up the road to put the lines underground. If so, the Selectboard agreed WEC will not be allowed to dig under the road until spring. Toby Talbot made a motion to approve the permit to construct the distribution line with associated tree and brush trimming with the condition that WEC not be allowed to dig under Marshfield Road until spring. The motion was seconded, voted on and carried 3-0.

VLCT Annual Dues – The Selectboard has been informed the annual dues for Vermont League of Cities & Towns has been set at \$1.02 per capita effective July 1, 2013 for a total of \$2,414.00. This includes a \$775.00 municipality service fee.

Road Commissioner Update - Alfred Larrabee reported the following recent activity by the road crew:

- o Brush cutting on Luce Road;
- o Hired a company to cut brush on the County Road;
- o Trucks are running fine except a bad injector was found on the spare truck that is estimated to cost about \$1,500.00 to repair; decided to replace all six injectors instead of just one;
- o All state road projects for the year are done; Alfred is gathering paperwork for the grants so the town will get reimbursed.

Toby Talbot asked Alfred to get a paving quote for the shim coat for the last mile of the County Road in order for the Selectboard to have a number to put in the budget. The town will apply for a State Highway Grant for repaving the last mile but Plan B is to at least have funds in the budget to apply a shim coat. The Selectboard discussed filing the paperwork for an AOT Structures Grant to be used to repair the top six worse areas of erosion as detailed in the Selectboard Minutes from November 11, 2012 (see Calais Roads Erosion Report from Dan Currier, CVRPC; three of the six can be repaired with funds by obtaining a Better Back Roads Grant). Alfred Larrabee inquired about the health insurance cost increase; Donna Fitch said it went up 8% in total but did not have the exact numbers. The Selectboard agreed to buy a printer for the town garage. Scott Bassage made a motion to buy a printer (not color) at a cost not to exceed \$500.00. Toby Talbot will make the purchase and install it. The motion was seconded, voted and carried 3-0.

Vermont Department of Health Update – The Selectboard welcomed Sasha Bianchi, Vermont Dept. of Health District Director and Julie Benedict, Emergency Planning Coordinator for an update about local services available to towns in the district. The Health Dept. has 12 districts throughout the state and the Barre District Office covers Calais. There are many different programs with experts in different areas of health that townspeople can connect to.

WIC - serves about 20 people in Calais; they provide food and baby formula for women, infants and children. Immunization program - immunizations provided at the district office, first Tuesday of the month walk-in clinic; there is a school liaison that works with the school nurse to look more broadly at community health. Julie Benedict is the Emergency Planning Coordinator and provided a document notebook that contains information that can be added to our Emergency Plan. Denise Wheeler inquired about how to find out about identifying disabled people in town in the event of an emergency. Self-reporting model from Lamoille County will be provided. Sasha Bianchi reviewed the "Complete Streets" a guide for Vermont Communities; looked at the town plan and our town plan does incorporate some health and wellness language but they can work with the town to incorporate more prominent language that will allow Calais to get some state grants (AOT has bike ped, BGS about recreational grants, AARP, CDC). Ideas included bike lanes, walking trails, community gardens, food systems, and barriers to production. Sasha Bianchi noted a lot of synergy between what the health dept. is trying to do with the work of the local Planning Commission. They have a Facebook page. Denise Wheeler inquired about resources for the town health officer. The Selectboard thanked the pair for the presentation.

Adamant Pond Beaver Baffle - Scott Bassage met with Ruth and Molly Porter and explained how the beaver baffles worked; they now have a measuring stick by the dam. Molly Porter spoke with the Conservation Commission and perhaps the Town may go down to one baffle in the spring on a trial basis. Cory from ANR is a seasonal employee and not presently working, Scott Bassage reported.

Annual Generator Maintenance Service Contract – The Selectboard reviewed the annual service contract from Brookfield Service for maintenance on the two generators in town for the 2013 calendar year. The Selectboard agreed to the twice per year service (every six months) at the annual cost of \$_____ for the generator at the school and \$_____ for the generator at the Town Office. The practice has been that the school pays for one visit of the service contract and the town pays for the other service visit on the generator at the school. Toby Talbot made a motion to approve the semi-annual service and inspection contract on the town generators and to get reimbursed from the school for the cost for servicing the generator at the school once annually. The motion was seconded, voted on and carried 3-0.

FY 2014 Proposed Budget & Town Report Deadlines – Donna Fitch reports it is coming along. The Selectboard agreed to meet at the Town Office for the month of January to be nearer to the data necessary to work on the budget and town warning. (*Note: except January 7th meeting that will be at the school.*)

EMFD Interlocal Agreement Discussion - The Selectboard agreed to put it on the next agenda since John Brabant has not provided any changes to Bruce Johnson for inclusion in the draft document.

Review Parking and Snow Removal Ordinance - Denise Wheeler reported the current Parking and Snow Removal Ordinance is from 1997 and thinks the Selectboard should review it.

Other Business – Scott Bassage reported that the auditors are doing fine. They have met with ancillary committees and are learning the way each entity manages their respective budgets. Scott Bassage also noted the Historic Preservation Commission meets again tomorrow. They did receive two inquires to their RFP.

Tentative Agenda for the December 17th Meeting

- EMFD Interlocal Agreement
- Parking and Snow Removal Ordinance
- Draft Revised Dog Ordinance

The Selectboard agreed to continue this meeting to December 13, 2012 at 7:00pm at EMFD Station 2 for a Joint meeting with the East Montpelier Selectboard and EMFD Board of Directors.

Respectfully submitted,

Rose Pelchuck
Selectboard Administrative Assistant