

Select Board Meeting

Town Office

April 9, 2024, 6 pm

MINUTES

Attendance: Mark Turco (Chair), Jeff Chase, Diana Garrow, Carol A Garrow-Woolley, Clinton Woolley, David H. Johnson, Dennis Devereux, Stephen Michel, Christine Pratt, Donna Seward, James Seward, June Carpon, Zena M. Gates, Kevin Plew, Philippe Crane, Barbara Hazelton (via Zoom), Stephen Hazelton (via Zoom), Andy Shulz (via Zoom).

1. **Call to Order** at 6:30 pm
2. **Pledge of Allegiance**
3. **Consideration of any changes and/or additions to the agenda.** Mark Turco noted they would add an item under Reports: Conservation Commission Update and an Old Business item: Highway 71.
4. **Approval of March 13 Minutes.** Diana Garrow made a motion to approve the minutes as drafted; Mark Turco seconded; unanimously approved.
5. **Reports**
 - a. **Highways & Transfer Station Update** - Road Foreman Clinton Woolley noted that the Transfer Station is implementing spring hours. The new truck has arrived to the seller, and Mr. Woolley asked the Select Board to consider whether the Town should purchase the new truck without a trade-in, in order to have a back-up vehicle on hand. He noted that the annual state paving grant has been submitted, and the annual state structures grant is in progress. Diana Garrow noted that hazardous waste collection will take place at the Transfer Station on Saturday.
 - b. **Treasurer Monthly Income & Expense Report** - Town Treasurer Elizabeth Karle noted that delinquent tax payments continue to be collected; the Town is down to \$63,000 total due. The Town closed on the MCRF Loan. The Town's FEMA reimbursement continues, and the Treasurer has submitted approximately \$300,000 worth of reimbursements thus far; federal projections are that reviews will take approximately three weeks. Regarding income and expenses, interest income is currently ahead of budget projections, and the Highway Department budget is at ~93% of the total at $\frac{3}{4}$ of the way through the year, which makes sense in light of weather conditions and early summer road material purchases. Kevin Plew asked about how resilient the Town budget is in the event of a major disaster or emergency; Mr. Turco noted that the Select Board has been increasing the budget slowly each year, to increase the Town's resiliency. Ms. Karle noted that the Town's decision to mark ARPA funds for general operations also supports resiliency.
 - c. **Lister's Update** - Lister David Johnson that Town records are being converted to CAMA and the Listers have only two roads' worth of records to convert; they are ahead of schedule.
 - d. **Mount Holly Planning Commission Update.** Tabled.
 - e. **Fire Department Update.** Tabled.
 - f. **Conservation Commission Update** - Phil Crane noted that the Commission is planning a town-wide energy fair on June 15, helmed by Jim Corven. The Commission is also continuing its ash borer mitigation efforts; he believes the Commission earned more than they spent, or close to it; Ms. Karle will confirm. In his role as Tree Warden, Mr. Crane noted he would like to spend some expense on fertilizing the Town's shade trees and would present a proposal next

month. Ms. Garrow inquired about whether property owners have been asked for permission prior to fertilization; Mr. Crane confirmed this.

6. **New Business**

- a. **Reappoint Emergency Management Director (EMD).** Mr. Turco made a motion to reappoint Jeff Chase as EMD; Diana Garrow seconded; unanimously approved.
- b. **Reappoint Rutland Regional Transportation Advisory Committee Rep & Alternate.** Jeff Chase made a motion to re-appoint Clinton Woolley as representative and to appoint Chad Farrar as alternate.
- c. **Reappoint Rutland Regional Planning Commission Commissioner and Alternate.** Diana Garrow made a motion to re-appoint Jessica Metcalf as the Commissioner and Jon McCann as alternate.
- d. **Review and Sign Rutland Regional Public Works Mutual Aid Agreement.** Mr. Turco made a motion to adopt the agreement as written; Jeff Chase seconded; unanimously approved.
- e. **Complete RRPC Public Works Designated Officials Form.** Mr. Turco made a motion to submit as drafted; Diana Garrow seconded; unanimously approved.
- f. **Adopt Local Emergency Management Plan (LEMP).** Mr. Chase made minor additions to the current plan, per state recommendations, and listed those updates. Diana Garrow noted minor updates for the contact list. Mr. Chase made a motion to approve the plan as drafted; Diana Garrow seconded; unanimously approved.
- g. **Readopt Town Alcohol and Drug Testing Policy.** Diana Garrow made a motion to readopt the policy; Mr. Turco seconded; unanimously approved.
- h. **Approve Budget for Dog Census (Stipend, Postage, Office Supplies).** Diana Garrow noted that the Town would like to set aside a budget to pay a resident to conduct telephone reminders for residents re: dog licensing and to perform necessary mailings to complete the Town's dog census and to improve rates of dog licensing. Mr. Turco made a motion to approve a \$500 total budget for the scope of work; Diana Garrow seconded; unanimously approved.
- i. **Set Annual Transfer Station Closure for Easter.** Diana Garrow proposed that the Town adopt a general policy of closing the Transfer Station on Easter Sunday. Mr. Johnson noted that the Town might consider offering the three hours as paid time to Transfer Station attendants, since they will otherwise lose the work. Diana Garrow made a motion to approve the Easter closure and to designate the day as a paid holiday for attendants; Mark Turco seconded; unanimously approved.
- j. **Discussion Re: Discontinuing Town Highway 71:** Kevin Plew noted his request to discontinue the Class Four road designated as Highway 71, which has no historic value, nor any existing uses or snowmobile trails. The road is .06 miles (~300 feet). Mr. Woolley noted that the Town generally does not wish to give up Class Four roads. Mr. Plew asked about the benefit of keeping the road's current designation. Dennis Devereux asked whether the road reverts to the property owner that owns both sides of the road. Mr. Plew noted that, in theory, the road would become part of his property, per the last survey done, but that he does not currently use that part of the farm. He is concerned about the road being gated by another property owner in the future, if the road becomes a right-of-way to another private property. Mr. Turco noted that his preference would be to hold the road as a Class Four road; Diana

Garrow noted her agreement. Jeff Chase noted that the conversation overlaps with another agenda item re: the Town's Class Four Roads Policy.

7. Ongoing & Old Business

- a. **Approve Allowance for Road Crew Uniforms.** Clinton Woolley noted that the Foley uniform service contract has ended and employees' remaining uniforms will be picked up on April 16. Mr. Woolley expressed continued interest in employees receiving a stipend to purchase their own clothes. The current annual cost of the uniform service is \$2,400/year. The Select Board discussed setting a per-employee annual stipend, to equal the current cost of the uniform service, less an allowance for the purchase of a washer/dryer and laundry detergent. Jeff Chase noted that the Personnel Policy should be updated accordingly. Jeff Chase made a motion to set a \$600 annual uniform stipend per employee, with additional costs paid by the Town out of the existing budget; Jeff Chase seconded; unanimously approved.
- b. **Review Class Four Roads Policy.** Jeff Chase noted that the policy was drafted in accordance with a model policy. The Select Board discussed the proposed policy language re: a resident wishing to improve a Class Four Road. Mark Turco made a motion to adopt the policy as drafted; Jeff Chase seconded; unanimously approved.
- c. **Review Bids for Veterans Monument Repair.** Mr. Turco noted that there was not a line-item for monument repair; Mr. Chase added that the cost might have to fall under the cemetery line item. Two bids were received, from Angus Ferrand (who submitted options for full replacement and repair) and Cody Surething (who submitted an option for repair with a bluestone cap). Mr. Turco noted that the Select Board would table its decision after receiving an apples-to-apples quote from each bidder, as each contractor had proposed a slightly different approach and materials and the bids aren't easily compared. .
- d. **Homeland Security Grant - 25KW Mobile Generator Purchase.** The grant has been approved; Jeff Chase is pricing generators for purchase. The generator would be for the Town Office or Library, as there is one at the Town Garage already. A related issue to consider is that the school is currently named as an emergency shelter, but this may need to change in the future, as the school budget is not controlled by the Town, and it is not an ideal location given that students are there in the academic year and the school is closed in summer. Tabled until May meeting.

8. Citizen Comments

- a. Dennis Devereux noted that he has identified some volunteers to support cemetery mowing and maintenance and continues to seek additional interested volunteers.

9. Announcements

- a. Rabies Clinic - April 13, 2024, 10-12 pm
- b. School Budget Revote - April 23, 2024, 10 am - 7 pm
- c. Town Office Closed to Public on Day Prior to Election Day

10. Review & Sign Orders

11. Executive Session: Title 1 V.S.A. S 313(a) - Review Transfer Station Applicant

12. Adjourn