

Starksboro Selectboard Meeting

Feb. 19, 2024

Unapproved

Board members present: Koran Cousino, Carin McCarthy, David Schmidt, John Painter, Eric Cota
Others present: Darlene Kelly - NEMRC, Amanda Vincent – Town Administrator, Ben Campbell, Amy McCormick, Keegan Tierney, Susan Thompson, Alex Davis, Susan Klaiber, Amanda Preston - Catamount OFC, Elise Shanbacker – Addison Housing Works, Alix O’Meara – Addison Housing Works

Koran Cousino called the meeting to order at 6:33 p.m. at the Starksboro Town Clerk’s office.

Review agenda: Move Spring Kick-Off Gravel Ride to the beginning.

Public comment: None.

Amanda Preston gave an overview of the Spring Gravel Ride hosted by the Catamount Outdoor Family Center on May 11th.

Carin McCarthy motioned to approve the Catamount Outdoor Family Center Spring Gravel Ride. Second by David Schmidt. Motion approved unanimously.

Finances with Darlene Kelly from NEMRC:

Darlene Kelly gave an overview of the Balance Sheet and Budget Status Report. Darlene Kelly suggested raising debt payment funds in the highway budget and using capital planning/reserve funds for future expenses. This would increase our budget greatly in the first year we make this change.

Action: Darlene Kelly will create a debt schedule for Ali Thompson.

Action: Amanda Vincent will work with Darlene Kelly to move all the FEMA invoices to the correct line items.

Action: The Selectboard will review reserves annually & work to develop a capital plan.

Addison Housing Works:

Preliminary engineering reports were done for water, wastewater and stormwater in Brookside, Lazy Brook and Hillside, with about \$20 million in total costs for all three projects. Hillside is the focus and most attainable. HUD Community Development Block Grant Programs are only available to municipalities. There is general support from the Selectboard to apply for this.

Town Meeting Day:

Keegan Tierney asked Koran Cousino to moderate Article 7 because of the conflict of interest.

Action: Eric Cota to invite Stephen Heffernan to Town Meeting.

Action: Koran Cousino to invite Ruth Harding to Town Meeting.

Action: John Painter to invite Andy Wies to Town Meeting.

Town Hall Project:

Susan Thompson proposed the RFB for the construction of the shaft for the lift to the Selectboard for review. We have received our third extension for this grant, with the anticipated completion being the end of July.

Action: Amanda Vincet to look for the contract, do research on the Certificate of Insurance and investigate bonding.

Jerusalem Schoolhouse & Fire Station Project:

Motion: Carin McCarthy motioned to sign the Resolution of Necessity. Second by John Painter. Motion approved unanimously.

Motion: Eric Cota motioned to sign the USDA Loan Application. Second by David Schmidt. Motion approved unanimously.

Employee Review Process:

The Selectboard is moving forward with the rubric. David Schmidt will update the rubric based on the comments from the discussion.

Current Business:

Action: Amanda Vincent to invite both DRB applicants for an interview at the next meeting.

Action: Amanda Vincent to reach out to the DRB alternate to confirm interest.

Action: Amanda Vincent to investigate a reservation system with VC3.

Action: Amy McCormick to investigate the DRB decision surrounding the pavilion.

Motion: Eric Cota motioned to sign the FY25 Grants in Aid Agreement. John Painter second. Motion approved unanimously.

Motion: Carin McCarthy moved to approve the warrants for A/P and payroll from the February 10th meeting. Second by David Schmidt. Motion approved. Eric Cota abstained.

Motion: Eric Cota moved to approve the warrants for A/P and payroll. Second by David Schmidt. Motion approved unanimously.

Carin McCarthy acknowledged the letter for 114 Meadow Brook Dr. The Selectboard acknowledged they can't take any action, and the issue will be heard at the March 13th DRB meeting.

Motion: John Painter moved to approve the minutes for 2/10 with the removal of the AP and payroll motion. Second by Carin McCarthy. Motion approved unanimously.

Koran Cousino thanked John Painter for his service on the Selectboard.

Motion: John Painter moved to adjourn. Second by Eric Cota. Motion approved unanimously.

Respectfully submitted,
Amanda Vincent, Town Administrator

March Meeting Dates
March 5th @ 5:30pm