

Starksboro Selectboard Meeting
Minutes of 5/3/22
Unapproved

Board members present: Nancy Boss, Carin McCarthy, Eric Cota, Koran Cousino
Others present: Rebecca Elder, Tony Porter, Mark Kinsley

The meeting was called to order at 6:05 p.m. by Koran Cousino at Town Clerk's office and via Zoom.

Additions/Removals

Motion: Nancy Boss moved to enter executive session per 24 VSA for personnel. Eric Cota second.
Motion approved unanimously.

Road Crew Interview was conducted in Executive Session. No action was taken.

Road Foreman's Report

- Tony has completed his final week of work.
- The Mack truck is broken down, which could affect the work needed on the FEMA project/Ben Roberts culvert. Culvert needs to be ordered and may be a long wait for delivery too.
- Routine maintenance done on most of the roads with Shaker Mountain, Robert Young, and a few small roads left for spring grading.
- 7000+ yds of gravel in pit now
- If crushing isn't done this year, some material will be needed for end of winter and mud season.
- Better Back Roads (BBR) grant – Work on Dan Sargent Rd was put out to bid with only one response. The bid needs updating. \$21-23K for the project budget, town has 20% match.
- Culvert replacement and stone lining of ditches on Quaker St. are slated for summer work. RPC will cover the costs. The culverts have been ordered. Treasurer has copies of the letters of intent for the work to be done.
- Eric will coordinate checking email and code and approve bills. Eric and Rebecca will have password to the garage laptop. Paul will bring his hours to the office each week.
- Rebecca will manage the FEMA grants process with Eric's help until a new Foreman is hired.
- Tony noted he has 154 hours of vacation time and 460 hours of sick time banked. He asked for consideration of that by the board. The board will discuss at a future meeting.
- Two temporary hires are available for help in the next couple of months while recruitment and interviews take place.

ARPA Planning and Committee Formation

Discussion included review of the committee charge, whether members of the committee needed to be registered voters, and the composition of the group. The charge was finalized and approved by consensus. The board then reviewed the interest statements received from 11 community members. With the committee size being no more than 9 and no less than 5, the board chose to randomly select the final members to ensure fairness.

The ARPA committee members are: Laura Nugent, Mike Shepard, Pete Antos-Ketcham, Carrie Austgen, Katie Kuzio, Rob Liotard, Anne Sasso, Connor Timmons, and Jeff Keeney.

Next steps:

1. Rebecca will contact all those who were selected tonight to confirm they can serve in this capacity. Two dates for an initial meeting will be provided—ideally to occur before the end of May.

2. Rebecca will create reference binder and provide materials to the committee including open meeting law information.
3. Committee members will meet as a group (in-person and via Zoom) to make introductions, review the committee charge and resource materials, discuss a meeting schedule, and elect a chair, vice chair, and clerk.
4. After this meeting, the selectboard will ask the chair, vice chair, and clerk to attend a selectboard meeting to review process and discuss how the town will help facilitate the process for proposals from the community at large.

The board was overwhelmed with the interest expressed and excited to see folks getting involved who have not yet served in a town role. Thanks to all who expressed interest in the ARPA process and willingness to serve on the committee. Once the group has met, more detailed information will be shared with the community about the process for submitting proposals for consideration.

Warrants for Orders and Payroll

Motion: Eric Cota made a motion to approve the warrants as presented by the Treasurer. Nancy Boss second. **Motion approved unanimously.**

Treasurer's Report

- VLCT audit is done. There was a \$400 additional charge; highway salaries were up. Workers Comp – even if waivers are in place, the town is charged.
- Census report on payroll and benefits completed.
- TA-60 Highway financial plan for FY22 – Certificate of compliance and inventory needs 3 signatures. Highway reporting is due July 2, 2022.

Current Business

Grand Fondo cycling event request for Sat. June 25, 2022– Discussion about event details as outlined in proposal. Laid back event with 500 riders over 8 hours. Event organizers provide health stations, provisions for care, clean up of trash and signage post event. Information to be posted on FPF 2 weeks in advance of event with a reminder 1 week before so local residents are well informed and can plan accordingly. Cyclists will enter Starksboro via Dowingsville Rd from Lincoln, continue on Jerusalem Rd, turn onto Rte 17 and over the App Gap, departing Starksboro at Buel's Gore. Some riders repeat this loop a second time. All the route information can be found at www.vermontgranfondo.com

Motion: John Painter moved to approve the requested route for the Gran Fondo on 6/25/22 as presented with info posted on FPF 2 weeks and 1 week in advance. Eric Cota second. **Motion approved unanimously.**

Rooted Vermont cycling event request for July 31, 2022 – Discussion about event feedback from last year. The board heard from residents at the 116/Ireland Rd intersection that cyclists were not stopping before turning onto Rte. 116. The board is primarily concerned about safety and ensuring no accidents occur. Signs were also not removed promptly last year.

Motion: John Painter moved to approve the request route for the Rooted Vermont event on 7/31/22 as presented.

Discussion: If the board receives reports of cyclists not observing traffic signs and rules this year, the group will be required to hire the AC Sheriff for future events to monitor traffic.

Motion approved unanimously.

Jerusalem Schoolhouse contract – Review next meeting.

Minutes Review

Motion: Nancy Boss moved to approve the minutes of 4/7 and 4/8 as presented and 4/19 with corrections. Eric Cota second. **Motion approved unanimously.**

Retreat planning

- Policy review and plan for updates
- Planning for projects and long-term goals
- Review meeting protocols – learning from recent situations and improving process for future
- Debrief annual processes – Town Report, budget development, policy review and interpretation

Selectboard Roundtable

John requested that the board discuss and plan for a Town Administrator position for the beginning of the fiscal year. Since the budgeting discussion when Eric made the same proposal, the board has continued considering how this position can fit with the growing needs of the board and town. The position could include hours for grant related work and support for developing new applications for funding. The group will continue discussion at the 5/31 retreat.

Executive Session

Motion: John Painter moved to go into Executive Session at 7:30 p.m. per 1 VSA 313(a)(3) to discuss personnel matters. Eric Cota second. Rebecca Elder was invited into the session.

Motion approved unanimously.

Motion: Eric Cota moved to end the Executive Session at 8:10 p.m. Nancy Boss second. **Motion approved unanimously.**

No action was taken as a result of the executive session.

Motion: Nancy Boss moved to adjourn at 8:11 p.m. Carin McCarthy second.

Motion approved unanimously.

Respectfully submitted,

Rebecca Elder
Selectboard Assistant