

Starksboro Selectboard
Minutes of 6/15/21
Approved

Board members present: Nancy Boss, Eric Cota, Carin McCarthy

Unable to attend: Koran Cousino, John Painter

Others present: Rebecca Elder, Mark Kinsley, Amy McCormick, Susan Klaiber, Meghan Nedzinski

The meeting was called to order at 6:00 p.m. by Nancy Boss.

Changes or Additions:

Appointment of Fire Warden

Pottery Studio update

Stormwater grant opportunity

Visitor's Business: none

Jerusalem Community Center discussion

Susan Klaiber and Meghan Nedzinski joined to discuss the current work of the committee. The committee has continued meeting throughout the past year+ and COVID pandemic but work has been stalled due to circumstances. The committee is asking the Selectboard for clarity on the charge so they can proceed. The RFB for the roof replacement has been drafted and reviewed. Town purchasing policy requires a copy of the contract to be issued with the RFB. Rebecca will adapt the VLCT template contract for use.

- Three members of the committee met with ZA Kris Perlee to review zoning questions. He did not see mixed uses as a problem. Suggestion to consider angled parking instead of parallel. That may allow more space and can allow the project to meet zoning requirements with a waiver. The committee is ready to submit a DRB application. The Selectboard would need to authorize and direct the committee to proceed.
- Eric Cota stated the Fire Dept. is going to pursue a different location for the fire trucks and station.
- Carin asked if the application could move forward with the structures proposed as is and then the space that would have been for the fire dept. could be changed for different use.
- Meghan said it would be helpful to step back and understand the fire department's perspective. The committee has had 1-2 members from the FD participating since the committee was formed. They need FD involvement and input. There is cost associated with taking down the deteriorating structure. There needs to be a DFS determination.
- Eric said money should not be spent twice – to build a temporary fire station and then to have the FD build a separate structure on a different piece of land elsewhere. What can the community afford? The revised proposal could be as much as \$1.5-2 million.
- Eric will ask for 1-2 volunteers from the FD to participate in the committee discussions.
- Carin asked if it made sense to proceed with the zoning application with the current plan to get the process moving. The plan can be amended and stripped back if needed.

Motion: Carin McCarthy made a motion to instruct the Jerusalem Community Center Committee to proceed with a zoning application for renovation of the Jerusalem Schoolhouse. Eric Cota second.

Motion approved unanimously.

Current Business

1. **Glebe land at 1178 Mason Hill North** (R. Chittenden)

Motion: Eric Cota made a motion to approve the release of glebe land at 1178 Mason Hill North. Nancy Boss second. **Motion approved unanimously.**

2. Request for private road name

Motion: Eric Cota made a motion to approve the request from Mark Snelling to name a private road "Chimney Pond Road" off of Mason Hill North where land has been subdivided. Carin McCarthy second. **Motion approved unanimously.**

3. Driveway permit request at 262 Lafayette Rd. (D. Maher)

Motion: Nancy Boss made a motion to approve the driveway permit request for 262 Lafayette Road with an 18-inch culvert to be installed. Carin McCarthy second. Eric Cota authorized to sign on behalf of the board. **Motion approved unanimously.**

4. DRB appointments

Motion: Eric Cota made a motion to appoint Daniel Nugent and Edward "Ben" Campbell to three year terms on the Starksboro Development Review Board. Nancy Boss second. **Motion approved unanimously.**

Eric will contact the individuals who has served as DRB alternates to inquire if they are interested in continuing. He will report back at next meeting.

5. Maple Broadband committee alternate

Motion: Nancy Boss made a motion to appoint Richard Warren as the alternate delegate from Starksboro on the Maple Broadband regional committee. Eric Cota second. **Motion approved unanimously.**

6. COVID protocols

Motion: Carin McCarthy made a motion that the Town of Starksboro will follow the COVID-19 protocols and recommendations from the State of Vermont. Nancy Boss second. **Motion approved unanimously.**

The board supports committees returning to in-person meetings at town buildings while acknowledging all health and safety protocols advised by the VT Dept. of Health and the CDC. Meetings may still be conducted via zoom but a physical location must be in place as well. The VT League of Cities and Towns has provided revised resources regarding open meeting law and remote meetings. The town will be purchasing equipment for the town clerk's office to make virtual & remote participation easy for committees and members of the public.

7. Treasurer's Report

Mark Kinsley described some of the work he has been doing with Robert Turner and Amy McCormick for the transition in the finance systems. He is working with Laurie Webber on reconciling May bank statements. He will be requesting some system changes to help with improvements to the accounting systems and tracking. He has reviewed the audit with Robert and will be following up on the recommendations from Telling & Assoc. Mark expressed thanks to Amy for continuing to help with processing of AP during the transition. Carin thanked Mark for the increased communication regarding finances.

Warrants for bills, order, and payroll

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

8. Mail review

- **MAUSD discussions** - Erin Buckwalter and Mike Shepard inquired with Carin about where things stand and Starksboro's approach to the ongoing MAUSD merger conversations. The town will pursue legal action if a merger is proposed without the opportunity for a town vote.
- 9. **Rooted VT bike event** – This event took place for the first time in 2019 (cancelled in 2020). The host town is Richmond and the participants travels through several neighboring towns, including Bristol. The group has provided proof of insurance and asked for guidelines for use of town roads. The board discussed some issues that had been raised in the past and will communicate in writing to the bike race coordinators. All participants must obey traffic laws; no travel 3-4 bikers wide; removal of all refuse and signage post event; posting of information to the public should be done at least 1 week in advance of event. If any complaints are received following this event, future use may not be allowed. Eric Cota will email the race coordinators.

10. Administrative updates

- Website launch – Website will go live this week. Announcement will be sent on FPF.
- Year end purchases – first-class stamp prices go up July 1; staff recommends purchasing forever stamps in advance of the increase.
- Work plan priorities – Review at next meeting and schedule committee checkins and policy reviews.

11. Selectboard concerns:

- Town green pavilion discussion – Carin described the work to date. The group is ready to submit a zoning permit application for the pavilion structure. The PC members have been working hard to get estimates for materials and labor needed for the structure. Fundraising will be needed. The board needs to discuss further how funds can be raised and received. Carin did preliminary research with other towns. Nancy asked for clarity on what information donors would need, what is the town required to provide, and whether approval is needed to proceed with fundraising. The 3 board members present expressed consensus support for exploring additional fundraising options and to keep the group informed as information is received.
- Watershed stormwater run-off grant opportunity: Carin mentioned a grant that ACRPC notified us about. It could be used to address stormwater run off in the municipal parking lot. Applications are due in just two weeks so quick action would be needed.
- Pottery Studio – the building has been vacated and the keys have been returned. The board will discuss future uses of the building at an upcoming meeting.

Minutes Review

Postponed

Appointment of Fire Warden

Motion: Eric Cota made a motion to reappoint Thomas Estey as the Fire Warden. Nancy Boss second.

Motion approved unanimously.

Motion to adjourn:

Motion: Eric Cota moved to adjourn at 8:08 p.m. Carin McCarthy second.

Motion approved unanimously.

Respectfully submitted,



Rebecca Elder
SB Assistant