

Starksboro Selectboard Meeting

June 3, 2025

Unapproved

Board members present: Koran Cousino, Carin McCarthy, David Schmidt, Eric Cota, Tony Porter

Others present: Amy McCormick – Town Clerk, Luke McCarthy

Koran Cousino called the meeting to order at 5:35 p.m. at the Starksboro Town Clerk's office.

Review agenda: Carin McCarthy noted that a Library Lift Project update would be great for the next agenda.

Public comment: None.

Current Business:

Jerusalem Community Center Project: An application was submitted for the Bruhn Preservation Trust Grant for \$100,000 for foundation repair. Silver Maple is very excited about the project and believe we can accomplish everything we want in our \$1.3 million budget. They are unsure about the status of the schoolhouse foundation and recommend steel frame for the fire station, but the process for that is lengthy. Silver Maple recommended putting out an RFP for a Construction Management Services who will manage the project and subcontractors.

Action: Amanda Vincent to reach out to VLCT and Regional Planning about the RFP language and going out to bid for hourly vs project.

Zoning Admin Consultant: Amy McCormick spoke with Ron from Stone Shore Municipal Consulting about Zoning and DRB support throughout this transition of finding a new ZA.

Motion: Carin McCarthy motioned to enter into an agreement with Stone Shore Municipal Consulting for Zoning and DRB Support. David Schmidt second. Motion carried.

Ongoing Projects: The large culvert on Ireland Rd has been set to 0% complete, so there will be a site visit with FEMA. No updates for MERP and FEMA Buyouts out this time. Koran Cousino signed the Millbrook agreement for the Library Lift Project.

Financials: Amanda Vincent and Ali Thompson to prepare fund balances compared to previous years along with expected expenses left for this fiscal year.

Motion: Carin McCarthy motioned to engage with RHR Smith for the FY25 Audit and sign the two documents. Tony Porter second. Motion passed.

Action: Amanda Vincent to provide clarity on potential action items for GF surplus.

Personnel Policy: The Highway is 40 hours per week, and the Office Staff is 32 hours per week. All benefits for the office staff are based off 32 hours equals 1 full time equivalent. The Selectboard could look into changing this in the future. Discussion about the Personnel Policy ensued.

Capital Improvements/Maintenance: Discussion tabled to a future meeting.

Motion: David Schmidt motioned to approve AP and Payroll. Eric Cota second. Motion approved unanimously.

David Schmidt & Josh Martell called to check in about the repair on Paul's truck. According to Kenworth, they couldn't let the truck leave because it was unsafe. David Schmidt will follow up.

Motion: Carin McCarthy motioned to accept the minutes from 5/20 meeting. Tony Porter second. Motion approved unanimously.

A Lincoln Selectboard member reached out to town of Starksboro to find ways for high school & college students to become civically engaged.

There is a moderated community session on Sunday at Robinson. All are welcome.

Carin McCarthy provided an update from Nancy Cornell about the proposed education bill.

Motion: Carin McCarthy motioned to enter executive session. David Schmidt seconded.

Action: Appoint the Animal Control Officer position to candidate upon acceptance.

Motion: Eric Cota moved to adjourn. Second by David Schmidt. Motion approved unanimously.

Respectfully submitted,
Amanda Vincent, Town Administrator