

Starksboro Selectboard Meeting
Minutes of 8/17/21
Unapproved

Board members present: Nancy Boss, Eric Cota, Koran Cousino, John Painter, remote participation: Carin McCarthy
Others present: Rebecca Elder, Susan Klaiber, Amy McCormick, Mark Kinsley, Megan Nedzinski

The meeting was called to order at 6:02 p.m. by Koran Cousino.

Changes or Additions: none

Visitor's Business: none

Road Foreman's Report

David Allen has revised his request to the town due to a change in circumstances. He would like to use the same entry point but now asked for a tank on the town land. Tony approves of the location and use, the Selectboard also approved pending approval from the VT Land Trust.

Motion: Nancy Boss made a motion to approve the request by David Allen to run maple sugaring lines and equipment on the town-owned land by the garage pending approval by VLT. **Motion approved unanimously.**

Rebecca will follow up with Caitlin at VLT for their review and will notify David Allen when decision has been made.

FEMA update: Additional questions about the two remaining projects (Ben Roberts and Brown Hill E) were received from the FEMA CRC and have been directed to Otter Creek Eng. for responses.

Staffing: Eric's last day is Thursday. Tony is reviewing applications that come in—2 received, 2 more may be interested. Rebecca will send information to board next week to determine when to conduct interviews. Another staff member had questions about vacation accrual. Mark will follow up on resolving the discrepancies in NEMRC.

Action Items:

Review of orders: 2 bills received were not for Starksboro—they were incorrectly sent and will be removed.

Motion: Nancy Boss made a motion to approve the warrants for bills, orders, and payroll as presented with the 2 items removed as discussed. **Motion approved unanimously.**

Financial Updates:

Mark reported that the first round of ARPA funds have been received in the amount of \$91,300. This is the local funding allocation. The county allocation will be coming in a few weeks. Mark set up a proposed accounting structure that Robert T. will review. These funds must be treated differently as the town is obligated to return funds if not used at the end of the allowed period. Therefore it is treated as a liability until projects are in the pipeline. Koran asked for Mark's input on systems to track and support the use of the funds. Mark will join a future discussion. A fund has also been set up for the town green pavilion project. Mark, Rebecca, and Carin plan to attend the 9/15 VLCT webinar on the best practices for accounting for managing ARPA funds.

Cota Field Watershed grant

The Lewis Creek Association had applied for a watershed grant on behalf of the town to support assessment at the Cota field area. The grantor suggested that LCA/Town as applicants consider a

wetlands delineation area on the property to improve the application. The board discussed and decided not to pursue at this time and will consider additional information later. The board does support continuing with the grant application as originally presented. Rebecca will convey the decision to Kate at LCA. Koran will follow up with the Sports Program and Jason Barnard and others as needed.

Jerusalem Schoolhouse Roof Bid

Megan Nedzinski and Susan Klaiber were present for the discussion and answered questions from board members about the bids and the committee's recommendation. One bid was significantly lower than the other and was proposed for approval. Work to happen in the spring of 2022.

Motion: Eric Cota made a motion to approve the bid by Eric Denice in the amount of \$41,000 plus contingencies. Nancy Boss second. **Motion approved unanimously.**

Motion: John Painter made a motion to approve drafting a permit application to the Vermont Dept. of Fire Safety for the roof project. Eric Cota second. **Motion approved unanimously.**

Questions from the committee for process going forward:

- Who administers the project and manages the work and contractor?
- Who signs contract(s) and other documents?
- Liability issues?
- Currently no funds are set aside for a clerk-of-the-works. Perhaps a stipend of \$2000 should be added to budget for someone to oversee the project.
- Legal review of contract – Rebecca will send to town attorney.

ARPA Funding discussion

The board agreed to review various town information and planning documents to help create a framework for the variety of projects that may be considered for use of ARPA funds. The intention is long range planning so the Town Plan and the All Hazards Mitigation Plan both contain goals and objectives to reflect on and guide next steps. Carin will draft a "rubric" to start the process. Rebecca will distribute list of projects discussed over the past several years and there have not been funds to implement. Discussion on the rubric and creation of a review team for projects to be scheduled for 9/21. The Planning Commission will be invited to the 9/7 meeting to help inform the Selectboard and make suggestions on priorities identified in the town plan.

Town Green Pavilion Update

The community has responded enthusiastically to help with this project. Funds received so far in donations is \$2550 and many offers of in-kind or partially donated materials and services. Site improvements are occurring as equipment, labor, and materials become available. Dennis Casey has cleared the area and leveled for crushed stone base. Another group planning and fundraising meeting will be on Thursday, 9/9.

MAUSD reorganization and potential merger update:

Board members haven't heard much from community members in follow up to the recent forum. There is no new information to report. Discussion of information from the recent MAUSD board retreat and notes from the Lincoln SB meetings. Some members of the Selectboard will attend a school board meeting in person and also put a statement in writing. John will draft a document to review at next meeting.

Mail Review:

Request from K. Harris for refund of tax over payment. Board approved.

Executive Session:

Motion: John Painter made a motion to go into Executive Session per 1 VSA §313(a)(3) personnel matters. Carin McCarthy second. **Motion approved unanimously.**

Motion: John Painter made a motion to exit Executive Session. Nancy Boss second. **Motion approved unanimously.**

No action was taken as result of Executive Session.

Motion to adjourn:

Motion: John Painter moved to adjourn at 8:15 p.m. Eric Cota second.
Motion approved unanimously.

Respectfully submitted,

Rebecca Elder
SB Assistant