

## Starksboro Selectboard meeting

August 8, 2023

Unapproved

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Present: Koran Cousino, Nancy Boss, Eric Cota, Carin McCarthy, John Painter  
Others: Rebecca Elder, Dennis Casey, Josh Martell

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Koran Cousino called the meeting to order at 5:03 p.m.

**Review of agenda:** Schedule was rearranged to accommodate visitors and Road Foreman report. Executive session delayed to the end of meeting.

### Road Foreman

Josh advised that paving of sections of the Hinesburg Hollow and the town-owned section of Tyler Bridge are needed and should be scheduled before winter. D&F Paving, our contractor for paving projects, has submitted a proposal for both projects. The board reviewed the amount of funds in the paving reserve account and will make a decision at the next regular meeting.

### Driveway Permit

**Motion:** Carin McCarthy made a motion to approve the amended driveway accessibility permit from Heather Jefferies with the addition of the road foreman's instructions and to authorize any member to sign upon completion. Eric Cota seconded.

**Vote:** Approved – EC, CM, JP, KC (NB recused)

### Visitor's Business

Dennis Casey attended to discuss the Planning Commission vacancies and to ask the Selectboard to consider the current size of the PC (7 members). The PC has discussed whether the group would be more efficient as a 5-member board. There have been two informal inquiries about the vacancies but no applications to be considered for appointment. Given the lack of candidates, the Selectboard concurred that the PC shall continue as a 5-member board for the immediate future and table the conversation about number of board members (to be considered prior to the town meeting election cycle).

### Town Property Maintenance

- Library building – The wastewater system update needs to be completed by 10/31/23 per the approved WW permit amendment. Dennis C. will provide a quote; it is a simple project to be completed in one day.
- Jerusalem Schoolhouse – The wastewater system update for the J-school and proposed Fire Station #2 is a more complex project. The system design is approved and the amendment requires work to be completed by 12/31/23. Plans were given to Dennis for a proposal. Given the size of the project, additional bids will be required.
- Include both projects as standing items to monitor progress and decisions.

[Eric Cota departed at 5:50 pm due to Bristol road emergency.]

### ARPA Discussion

The board roundtable included review of the conversations at the last 3 meetings with reps of the Water Co-op, Meetinghouse and pre-school, Library, and Energy committee. Carin created a spreadsheet with the key information for consideration in final monetary allocations. The group reviewed requested

amounts, recommendations from ARPA committee, and noted adjustments needed for the Town Administrator position support over 2 years and considerations on the pavilion solar/roof (potential grant funds; decision on installed panels vs. panels as roof, etc.) and grant matching options for library and energy projects.

**General summary without allocations:**

- Fire Dept. Equipment – full support
- Meetinghouse/Pre-school – Invest in the pre-school program and support expansion of services and capacity. Building is important but privately owned.
- Library renovation – Prioritize essential upgrades to electrical to support future work; prioritize front entry accessibility solution(s); matching funds for grants for lift and 2<sup>nd</sup> floor renovation under consideration.
- Library HVAC – Partial funding anticipated with priority on improving air quality and combined with electrical upgrades to the building to support future upgrades.
- Pavilion – Wait for decision on Walter Cerf Foundation grant application and quotes on various roofing options and expenses.
- Water Coop – Critical infrastructure for the village and provides water to public buildings including town offices and the school. A business plan is needed for a viable future. The school is a heavy user and doesn't pay a fair share.

For next meeting: board members to bring their own rankings and suggestions for allocations for a roundtable discussion.

### Current Business

1. Pavilion roof quotes – none; tabled for future meeting
2. Mail review
  - a. Thank you notes received for various town appropriations
  - b. Reappraisal agreement – correction of date on previously signed contract; no other changes; Koran signed
  - c. Email received about dam at pond on Big Hollow – it is a privately-owned dam; the DEC requires that landowners maintain and are responsible for the structure. The landowner was told that the pond could be drained or a pond-association created to support the infrastructure for keeping the pond. It is not town owned and the town has no role.

3. Warrants:

**Motion:** Nancy Boss made a motion to approve the warrants for A/P and payroll as presented with the exception of the AC Sheriff's bill that was incorrect. Carin seconded.

**Vote:** Approved unanimously

4. Town Administrator Updates

- a. Office reorganization continues. Amy returned her desk to the front office and is considering building renovation needs before further changes are made.
- b. Subrecipient Grant Annual Report – This annual task is done by the treasurer. Rebecca will gather information. Report may need to be amended.
- c. Update of All-Hazards Mitigation plan – BRIC grant was awarded to pay for consulting services. Rebecca will email key community members to request participation in the update process (Nancy will participate as rep of Selectboard and as ZA; Cheryl Estey, Tracey Orvis, and Charlene Phelps for EMS; Tom Estey and Dan Kuzio for FD; Dennis Casey for PC) Rebecca will post RFP and send to consultant list and RPC.
- d. MERP energy assessment grant application
- e. DRB – 2 hearings on Thursday 8/10 for a conditional use application from Dan and Laura Nugent and a sketch plan hearing for a 3-lot subdivision by Peggy Zeno. An appeal

hearing is scheduled for 8/24 regarding a lighting complaint.

5. Minutes of 7/25:

**Motion:** Carin McCarthy moved to approve the minutes of 7/25. John Painter seconded.

**Vote:** Approved unanimously

6. Selectboard Roundtable – none

### Executive Sessions

**Motion:** Carin moved to enter executive session per 1 VSA 313(a)(3) regarding personnel and contracts.

**Motion:** Carin also moved to enter executive session per 1 VSA 313(a)(1) for the public body has made a specific finding that premature general public knowledge would clearly place the municipality or a person involved at a substantial disadvantage AND for the purposes of discussing confidential attorney-client communications made for the purpose of providing professional legal services to the body. Rebecca Elder participated in the session. John seconded both motions. **Vote:** Approved unanimously.

**Motion:** John Painter moved to exit executive session at 8:40 pm. Carin McCarthy second.

**Vote:** Approved unanimously.

Action as a result of ES: None

**Motion** to adjourn at 8:45 pm: Carin McCarthy, Nancy Boss second. Approved unanimously.

Respectfully submitted,

Rebecca Elder  
Town Administrator