

Selectboard members present: Peter Marsh, Tony Porter, Susan Jefferies (Chair)
Others present: Tom Estey

The meeting was called to order at 5:35 pm.

Minutes: P. Marsh moved to approve the minutes of the January 17, 2017 Selectboard meeting and the January 26, 2017 Special Selectboard meeting. T. Porter seconded. Voted and approved.

Bills: T. Porter moved to instruct the Treasurer to pay the bills as presented. P. Marsh seconded. Voted and approved.

Road Foreman's Report: T. Estey reported that the FEMA paperwork for the culvert replacement on Ben Roberts Road is complete. The project cost \$312,057, FEMA will reimburse \$234,042 and the State of Vermont will reimburse an additional \$39,007. The final cost to Starksboro will be \$39,008. T. Porter said that the Class 4 Road and Trails Maintenance Policy is at VLCT for legal review.

Loan Documents: T. Porter moved to approve an expense note of \$262,000 at an interest rate of 1.8%. P. Marsh seconded. Voted and approved. The purpose of this loan is to help with cash flow while we are waiting for FEMA and state reimbursement of the Ben Roberts Road culvert project.

Mail:

- **2020 Census** – The Selectboard completed Form 2020 Census Local Update of Census Addresses (LUCA) as requested by the Census Bureau.
- **Vermont Gran Fondo** – P. Marsh moved to approve a request to use local roads for the Vermont Gran Fondo bicycle event to be held July 1, 2017. T. Porter seconded. Voted and approved.
- **Audit Report from Telling and Assoc.** – T. Porter moved to approve the audit letter. P. Marsh seconded. Voted and approved.
- **9-1-1 Coordinator** – The Selectboard received Cheryl Estey's letter of resignation as Starksboro's 9-1-1 Coordinator. Thank you to Cheryl for serving in this position for many years. P. Marsh moved to appoint David Wetmore to the position of 9-1-1 Coordinator. T. Porter seconded. Voted and approved.
- **Better Backroads Grant** – T. Porter will review this grant opportunity to determine whether Starksboro has any qualifying projects.

New Business:

- **Job Description for Selectboard Assistant** - The Selectboard reviewed a draft job description. P. Marsh recommended changes to some of the duties and responsibilities. The changes were made and the job description approved. The position is subject to voter approval at town meeting.

- **Ad for Open Positions** - P. Marsh recommended adding Assistant Health Officer to the list of open positions, and also made corrections to the Handyman/Snow Removal position. S. Jefferies will post the ad on Front Porch Forum.
- **Town Garage Equipment** – T. Porter suggested that the road crew and Selectboard consider replacing the 1 ton truck with a single axle tandem and a ¾ ton pickup in the future. He noted that the 1 ton truck isn't adequate for our workload, and that members of the road crew use their personal vehicles for many work-related tasks. S. Jefferies noted that T. Estey has previously suggested we add a pickup truck to our garage equipment.

Old Business:

- **Complaint Regarding Junk Vehicles** – Zoning Administrator David Wetmore has issued a notice of violation.

Agenda Items for February 21, 2017:

- Friends of the Jerusalem Schoolhouse
- Class 4 Road and Trails Maintenance Policy

The next meeting will be on February 21st.

Meeting adjourned at 7:30 pm.

Respectfully submitted,
Susan Jefferies