

Town of Starksboro
Selectboard Minutes
August 21, 2018
Unapproved

Present: Koran Cousino, Tony Porter, Keegan Tierney, Peter Marsh

Unable to attend: Eric Cota

Others present: Tom Estey, Rebecca Elder, Celina Aiguier, Pete Antos-Ketcham, Jim Carroll

The meeting was called to order by Chair Koran Cousino at 5:34 p.m.

Road Foreman report

- Tom Estey reported that the crew placed gravel on Quaker Street yesterday. In the process a tire on the grader was blown so some repairs will happen this week. The crushing at the pit was delayed a bit but will happen in the next few weeks.
- At the request of the selectboard, a speed study was conducted on State's Prison Hollow Road by the ACRPC. The speed limit is currently 45 mph. Peter noted that the accident reports weren't included in the data presented. The board will look at the data at a future meeting and will decide if there we be any changes to the speed limit on that road.
- Josh Donabedian is no longer at the RPC—he was the town's contact on grants. ACRPC Director Adam Lougee will take over administration of grants Starksboro is participating in.
- During the Class 4 roads discussion in the fall, the Selectboard decided to install some signage to help deter travelers who might accidentally try to go over Mason Hill or Browns Hill. The group discussed wording that would be effective. Suggestions included: "Class 4 road ahead, not maintained" or something similar. Signs will be put up near the cemetery on Mason Hill and near the Farris' camp on Browns Hill.

Visitor's Business

None

Building & Maintenance

- **Post office:** Eastview will have the lights replaced by the end of the month.
- **Porch repairs** – Mitch is starting Friday
- **Listers office:** The board has received a couple proposals for addressing the mold/odor issues and replacing the floor in the Listers' office. The group discussed two different approaches to the project. The conversation will continue at the next meeting after another proposal has been received. Upgrade the insulation and sealing the pull-down stairs (Keegan said sheetrock over the hole) blow in 24" (VT Energy codes)
 - Keegan suggests removing the small closet room. There is dead air space under the closet (by the bathroom) and it takes space away from the Listers' office.
 - What must be left in the building for preservation? Is the building on the Historic register?
 - Vent crawl space to the outside? Peter advises no; said industry recommends in basements/crawl spaces, windows should be sealed up and keep the dehumidifier running.
 - The group doesn't want to spend \$3K on work that won't address the root problem. The space below the closet needs to be addressed, whether stone fill or carpentry based solution.
 - Koran asked for a price on the concrete option for the next meeting. The town has some of the material that could be used in this option. (1.5" stone) Plan: Take floor out, fill in with stone and pour a slab; then put down floor (wood/tile).
 - Tony asked about odors/moisture coming through various materials. Foam doesn't stop rodents.
 - Timeframe: get the material out and floor removed while deciding on best plan for long term

- Keegan will talk to Mitch about doing the insulation removal and upgrade, also ask about details on how he would solve the problem.
- **Library:** The front doors are showing decay and are becoming difficult to shut/lock due to expanding and contracting from moisture, etc. Replacement is +/- \$1500. Peter will evaluate what is needed and report back.
 - Catherine is also interested in putting in a sensor light where the chairs are stored – light could come on when someone entered.

Animal Control Update

None

New Community Project Requests - Pete Antos-Ketcham and Celina Aiguier

1. **Firewood storage** – Pete said the New Community Project (NCP) is now participating in a Five Town collaborative to deliver firewood to people in need during the winter months. NCP stored some wood at the old firehouse and it hasn't been used. Tom requested the old wood be removed before anything new is set up as the crew needs to use the salt shed soon.
 - Pete has received a grant to purchase 3 cords for this year and hopes to grow the program.
 - Tom asked when access would be needed. Pete said during business hours and people would call ahead to schedule a time. There would not be an impact on road crew outside of business hours. Road crew would like it to be someplace where they already plow.
 - Pete said they want to store the wood on pallets, covered with tarps; there would be no structure, just a secure place that is plowed, easy to get to, but behind the gate to protect.
 - Koran asked if the wood would be available to just Starksboro residents. It will likely go to Starksboro families but there would be mutual aid if there's a need in another town.
 - The wood should be cycled if it isn't used.
 - Pete will schedule a time with Tom or Tony to find an acceptable location.
2. Request to build storage bins at the community garden – Start with 3 bins that are a modular style (can be added onto). They would like to build bins that would be enclosed on the top to keep critters out and protect the tools. There are compost bins there now but they are falling apart (made of pallets). Celina is now the “manager” and NCP has the largest number of “shares”
 - The Town serves as the “bank” for the community garden. Koran asked for a bit of background on finances for the garden. Celina said it costs \$20/plot. There are roughly 12 plots. Celina created a spreadsheet for Celine for tracking. They have \$140 in the account now. They have spent money on compost and straw.
 - Peter asked about the current composting – NCP is looking at a different method to mix in a carbon source.
 - They will educate the others who use the area on the protocol. They are having a fall meeting where they can share information.
 - Service learning folks are coming who can help with labor.
 - Concern about water use and whether use is proportionate to what other paying customers in the village use – can a meter be put on to determine how much water is being used?
 - NCP would prefer to bury something and not have a hose dragged across the lot
 - Would be interested in rain water collection but that would need more infrastructure
3. Solar lighting at the commuter shed
 - a. Light will be on a timer. General operation will be during the early morning and early evening for commuters. The last bus at at ~6.30 pm.
 - b. Light will be inside the shed and downshielded; efficient LED light.
 - c. Solar panel – will be small on put on the roof. Details to come.
 - d. Koran asked about maintenance of the solar/lighting – NCP will maintain.

No funds from the town were requested. The Selectboard approved these requests and Pete and NCP will keep the town informed on progress.

Personnel Policy review

- p.2 – recruitment bullet 1 – clarify “given preference”; Add Treasurer
- Create an application form (based on VLCT); look at other town examples
- Shall/may – change to may for clarity
- EEO – consult VLCT
- Probationary Period – discussion about pros/cons. Consult with VLCT about language re: “at will” employment and what are procedural requirements. Must be careful not to erode the at-will status.
- Board members are sending comments to Rebecca to incorporate.
- Rebecca to get copy of VLCT model policy.

Discussion was tabled until next meeting.

Executive Session

Motion: Keegan Tierney made motion to enter an executive session regarding the tax appeal matter on the S. Palmer property and the Green Lantern Solar lease, finding that premature general knowledge would clearly place the Selectboard and the Town at a substantial disadvantage per 1 V.S.A. §313 (a)(e)(f). Tony Porter seconded.

Vote: All in favor

Motion: Keegan Tierney made a motion to enter executive session at 7:34 p.m. and to invite Town Attorney Jim Carroll and SB Assistant Rebecca Elder to be present. Tony Porter seconded.

Vote: All in favor at 7:34 pm

Motion: Keegan Tierney made a motion to end the executive session at 8:48 pm. Peter Marsh seconded.

Vote: All in favor

No action taken

Town Plan Public Hearing planning

Hearing date: Tuesday, Sept. 11, 2018 at 6 p.m. at the Robinson school multi-purpose room
The Selectboard will invite members of the Planning Commission to be present for the hearing to help answer questions. The Selectboard’s role is to hold a second public hearing prior to Town Plan adoption to receive any further comments from the community before considering final approval of the Plan.

Motion: Tony Porter made a motion to accept the Town Plan as presented by the PC on July 24, 2018. Peter Marsh seconded.

Vote: All in favor.

Town Clerk’s question re: counting votes at the November election:

The Selectboard took a straw poll regarding hand counting vs. using tabulator for Justice of the Peace ballots. The poll supported use of the tabulator.

The board also expressed thanks to Assistant Town Clerk Amy McCormick for serving as the election official and overseeing the official voting process at the primary election on August 14, 2018.

Mail review

Keegan will follow up with Megan Nedzinski re: her question about process for the JSchool committee.

Minutes of 8/4/18

Motion: Peter Marsh made a motion to approve the minutes as corrected. Keegan Tierney seconded.

Vote: All in favor.

Bills/Orders

Motion: Tony Porter made a motion to instruct the Treasurer to pay the bills. Peter Marsh seconded.

Vote: All in favor

Motion to adjourn: Keegan Tierney made a motion to adjourn at 9:10 p.m. Peter Marsh seconded.

Vote: All in favor

Respectfully submitted,

Rebecca Elder
Selectboard Assistant

DRAFT