

## Starksboro Selectboard

Minutes of 10/30/18

Unapproved

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Board members present: Koran Cousino, Eric Cota, Keegan Tierney, Peter Marsh

Unable to attend: Tony Porter

Others present: Tom Estey, Rebecca Elder, Jeff Keeney

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The meeting was called to order at 5:30 p.m. by Chair Koran Cousino.

Changes/additions to the agenda:

1. Two items from the zoning administrator
2. Next step on sign at post office parking lot

### Road Foreman's Report

- Driveway permit application from Mark Snelling on Mason Hill North. Tom approves of the application. The specs are based on the subdivision that was approved by the DRB earlier in 2018. The plat is on file with the approved driveway plan. Tom said no culvert is needed. The driveway will be placed near the old chimney on Mason Hill north.
- A request for reimbursement in the amount of \$94K was submitted. The Selectboard signed off confirming that the work is complete and town expenses paid.
- Crew ordered 6 loads of salt and has stored 3 in the old salt shed. They usually keep 2-3 loads on hand, last year supply ran low but reports for supply this year are good.
- Hydraulically connected roads – Tom suggested the board might want to start a fund for repairs/replacement of bridges and culverts related to the assessment and State focus on hydraulically connected roads. There will be funds available for these projects (\$150-200K) when matching funds are needed.
- Planning for 2019 – With the anticipated retirement of the Road Crew Foreman in October 2019, the board should consider interviewing and hiring a new road crew member in June so the person can be trained, learn systems, and become familiar with town roads before winter.
- Speed limit on State's Prison Hollow Rd – Tom agrees that 35mph is good due to the sharp curves.

### Minutes of 10/15/18

**Motion to approve the minutes of 10/15/18 as corrected:** Keegan Tierney, Peter Marsh 2nd

**Motion carried.**

### EV (electric vehicle) charging station discussion

The Energy Committee has been researching a grant opportunity from Green Mountain Power to install an EV charging station in Starksboro village. The proposed sites are in the municipal lot or the commuter lot. Richard Faesy and Jeff Dunham will attend the 11/13 meeting to discuss what they have learned about the grant.

Jeff Keeney attended and described the Planning Commission's recent conversation on this subject. The PC is currently reviewing the town's Unified Bylaws and will be proposing new language regarding the review and approval of EV charging stations.

The group discussed a few concerns including whether someone might park at the charging station and leave their car there all day, preventing others from using it. Signage about use limitations will be part of any site plan review, however enforcement of the rules will also be a concern.

Koran stated she would prefer not reduce the number of spaces in either lot. Instead the EV station might be placed by the commuter shed, giving it a separate area and adequate space.

Keegan said that technology is changing so fast and human behaviors will change along with it. The board's role is to look at the long term and figure out where the best placement would be. Part of the concern is protecting what we already have—a municipal lot for the town clerk's office and library (employees and visitors) and a commuter lot that was built to anticipate future growth and use.

## Bills/Orders

**Motion to approve the orders as presented by the Treasurer:** Peter Marsh, Keegan Tierney 2<sup>nd</sup>  
**Motion carried.**

**Contribution to Front Porch Forum** – This is an expense that should be proposed to the voters and warned as an out of town request in the future, beginning in FY19-20. FPF is not a nonprofit. They can submit a request for support at Town Meeting Day.

**Motion:** Keegan Tierney made a motion to approve the request to pay the expenditure of \$100 to Front Porch Forum for FY18-19, acknowledging that FPF is a valuable service to the community and that it doesn't fall into the clear category of an expense or an out-of-town request. Peter Marsh second.

**Motion carried.**

## Building Maintenance

The roof replacement was completed on the vault roof at the Town Clerk's office. A standing seam roof replaced the shingle roof.

**Motion:** Keegan Tierney made a motion to remove the deteriorated bulletin board located at the Post Office parking lot. Eric Cota 2<sup>nd</sup>.

Lister's office – Mitch Horner is still working on a quote. He is having a hard time getting subcontractors to quote on parts of the job.

## Administrative Updates

- IT – To be put on the agenda for 11/27. Rebecca is collecting two more quotes for a total of four for comparison. Two computer workstations need to be upgraded soon.
- Rebecca attended the VLCT Town Fair in Burlington, the VLCT Planning and Zoning Seminar in Lake Morey, and the State and Municipal Government Planning Day in Montpelier.

## Acting Zoning Administrator Appointment

The Vermont Land Use Education and Training Collaborative and VLCT recommends that towns consider appointing an acting zoning administrator. This person would have the authority to act in circumstances when the Zoning Administrator had a conflict of interest or was unable to perform duties to illness, vacation, or leave.

**Motion:** Keegan Tierney made a motion to repeal the motion of 10/15/18 to appoint Amy McCormick as the Assistant Zoning Administrator. Peter Marsh 2<sup>nd</sup>. **Motion carried.**

**Motion:** Keegan Tierney moved to appoint Amy McCormick as the Acting Zoning Administrator as of 10/30/18 for the period until appointments are made after Town Meeting Day 2019, with duties to be outlined by the Zoning Administrator and approved by the Selectboard. Peter Marsh 2<sup>nd</sup>.

**Motion carried.**

### Request of waiver of zoning fee:

ZA Rebecca Elder requested that the Selectboard waive a zoning fee for a project based on a previous suggestion by the DRB. The board discussed the reason for the request and whether the fee waiver would be appropriate at the current stage of the project review process. The board asked the ZA to speak with VLCT attorneys and to bring information back at the next board meeting.

### PFAS/Landfill Issue

Peter spoke with Beth Erickson at Lincoln Applied Geology about the recent PFAS results. Lincoln and Ferrisburg are dealing with the same issue. Retesting will cost roughly \$3-4,000. While it might be slightly cheaper to wait until May and combine this with annual testing, the board decided it is important to conduct the retesting now and ensure there are not elevated levels.

Peter also mentioned that another board member should become familiar with the landfill files and annual requirements to take over from Peter when his term ends in March 2019. Peter will call and proceed with testing as soon as LAG can come again.

### All Hazards Plan resolution

**Motion:** Peter Marsh made a motion to approve the required resolution from FEMA on the All Hazards' Mitigation Plan as adopted. Keegan Tierney 2<sup>nd</sup>.

**Motion carried:** Peter Marsh, Keegan Tierney, and Koran Cousino approved. Eric Cota abstained.

### Executive Session

**Motion:** Keegan Tierney made a motion to enter Executive Session at 8:40 p.m. per 1 VSA S.313 (3) to discuss a personnel review and contract.

**Motion carried.**

**Motion:** Keegan Tierney made a motion to come out of Executive Session at 9:15 p.m. Peter Marsh 2<sup>nd</sup>.

**Motion carried.**

**Motion:** Keegan Tierney made a motion to offer a revised employment agreement to the Zoning Administrator based on the performance review. Tony Porter seconded.

**Motion carried:** Eric Cota, Keegan Tierney, and Peter Marsh approved. Koran Cousino abstained

**Motion to adjourn** at 9:25 p.m.: Eric Cota, Peter Marsh 2<sup>nd</sup>

**Motion carried.**

Respectfully submitted,

Rebecca Elder  
Selectboard Assistant