

Starksboro Selectboard
Minutes of 5/7/19
Unapproved

Board members present: Koran Cousino, Eric Cota, Keegan Tierney, Nancy Boss, Tony Porter
Others present: Tom Estey, Rebecca Elder, Susan Klaiber

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

Changes/additions to the agenda:

1. Generator contract with the MAUSD
2. GMP easement for solar project with Green Lantern

Visitor's business

- Susan asked about the Gazette committee charge and said the group is waiting to meet. Keegan said the board is finishing the edits to the charge and determining the structure. He will be in touch with the group soon.

Jerusalem Community Center Committee

Susan Klaiber spoke with the board about the current status of the committee's work and brought two requests for use of funds.

Community Survey: The committee plans to put out a community survey. They have brainstormed questions and would like to contract with Lisa Ryan (proposal submitted). She works for PTV and has her own business. She will help assemble questions, narrow down to the final questions and prepare for distribution. The committee will send the survey out via postal mail and electronic method (Survey Monkey).

Motion: Tony Porter made a motion to enter the contract with Lisa Ryan not to exceed \$2080 for the community survey for the Jerusalem Community Center Committee. Nancy Boss 2nd.

Discussion: none

Motion carried.

RFP for architectural work: lead paint test coming back; energy audit done in 2011 from New Leaf in Hinesburg. Construction work not to occur now, but will include in cost estimating. Assumption is this would be the architect used long term for the entire project. At the next town meeting, the JCCC will bring forward to the town for approval a proposal for the whole project. The RFP draft was presented to the board and it includes deliverables, conceptual design phase, schedule for next steps. Susan reviewed the plan for distribution of the RFP with the goal of having full information to the Selectboard by November for the budget planning process. It is an aggressive timeline. Committee member Megan Nedzinski did a lot of work on the RFP and it is ready to distribute.

Motion: Keegan Tierney made a motion to authorize the Jerusalem Community Center Committee to distribute the RFP as presented. Nancy Boss 2nd.

Discussion: none

Motion carried.

Barnard & Gervais did the survey for the Schoolhouse. The pins are not yet set. They can proceed with that now.

In other committee news, Greg Cousino resigned from the committee. He was one of two representatives from the Fire Dept. Tom is still on the committee and 6 people are still serving. The Selectboard wants to

ensure the FD is heard and their point of view incorporated into plans and that there is community involvement in the project.

The Selectboard could appoint a SB member as a tie-breaking vote or can appoint another FD member.

Ladies Home Circle – There are 3 members left; they still have a 99-yr lease on schoolhouse. Edie is still managing scheduling for the schoolhouse and she would like to stop. Someone else will need to take over.

Road Foreman's Report

Huntington road plowing agreement – They are asking for an increase to \$2000 (from \$1000) for next year. They plow from Gore to Rte 17 (Clark property to 17). Tom and Tony said it would cost more to take care of this with Starksboro trucks and crew. It is too far and they can't get there quickly enough with a 3-person crew.

Motion: Tony moved, Eric 2nd

Discussion: none

Motion carried.

Rounds Rd – A person who lives on the road wants to do some improvement work. Mr. Audy wants to do the work, which is on his land. Tony said it is in town ROW and they need permission including proof of insurance. See the Class 4 road policy that states all work on town roads must have town permission. The goal is to widen the road a bit. Tom will give Mr. Audy a copy of the town policy re: requirements.

Personnel Policy

The board discussed the current draft of the personnel policy under review. The group reviewed the final edits to be included and as discussed previously.

Follow up:

- Short term disability – What does this cost? Rebecca to research. Also get prices for long term disability. AFLAC ±\$14/wk (\$700/yr)
- Research buy-out policy on sick leave in other municipalities for comparison. If Town doesn't offer short term disability, then more days need to be carried over.

Road Foreman Job application process

Advertising: one more week in Addison Independent; 1-2 runs in 7 Days depending on pricing

Process: The board reviewed the process and steps ahead. Interviews will be conducted in executive session. Decisions will not be made in executive session.

Tony Porter is recusing himself from all conversations and discussions regarding the Road Foreman hiring position. He has applied and from this point forward will recuse himself from the discussions and the hiring process completely.

Keegan noted an upcoming training opportunity through ACRPC in October on "Rivers and Roads." Rebecca will register the town to hold a space for the new foreman.

Palmer Tax Grievance

Motion: Tony Porter made a motion to calculate the agreed on repayment and interest and to instruct the Treasurer to pay the amount owed to Mr. Palmer. Eric Cota 2nd

Discussion: none

Motion carried.

Town Appointments continued

Motion: Eric Cota made a motion to reappoint Jan McCleery, with Susan Reit de Salas and Rich Warren as alternates, to represent Starksboro on the ACRPC Transportation Committee. Tony Porter 2nd.

Discussion: none

Motion carried.

Motion: Tony Porter made a motion to reappoint Rich Warren to represent Starksboro on the ACRPC board. Eric Cota 2nd.

Discussion: none

Motion carried.

Zoning updates

Rebecca updated the board on some current zoning issues, projects coming before the DRB for review, and topics under discussion by the Planning Commission. Parcel mapping work will begin soon.

Building and maintenance

Current items that are being worked on:

- Flag pole at Town Clerk's office – Tony is working with Cheryl.
- Library door handle – Koran to speak with Jonathan Tierney
- Lister's office quotes – Keegan
- Bulletin board for post office entry – Keegan
- Removal of old posting board - Keegan

Selectboard concerns

Generator – This is the generator used by the school for emergencies. There is a service bill from Brookfield. The amount shown is the total bill, not shared amount (not split). Contracted services are to be shared as agreed to by the school district. Tony will follow up and invite Joel Fitzgerald to the 5/21 meeting to discuss this and some other school related maintenance issues.

Annual planning retreat

Scheduled for 5/28/19 at 6:30 p.m. at the Town Garage meeting room. This is a planning meeting to review the annual work schedule, check in on budgeted work that needs to be completed before end of fiscal year, and schedule projects for the coming year.

Approval of minutes

Motion to approve the minutes of 4/16/19 as presented: Tony Porter moved, Eric Cota 2nd

Motion carried.

Bills/Orders

Motion to approve the orders as presented by the Treasurer: Tony Porter moved, Nancy Boss 2nd

Motion carried.

Approval of Town Meeting minutes

Motion: Tony Porter made a motion to approve the minutes of Town Meeting 2019. Keegan Tierney 2nd.

Discussion: none

Motion carried.

GMP Easement re: Green Lantern Solar project on former landfill

The easement needs to be executed. The map submitted shows what is to be added in BLUE: one pole and 75' of additional line northeasterly.

Motion: Eric Cota made a motion to grant the easement to Green Mountain Power and authorize Koran Cousino to sign the easement documentation. Keegan Tierney 2nd.

Discussion: none

Motion carried.

Motion to adjourn at 8:45 p.m.: Keegan Tierney, Eric Cota 2nd

Motion carried.

Respectfully submitted,

Rebecca Elder
Selectboard Assistant

DRAFT