

## Starksboro Selectboard

Minutes of 5/21/19

Unapproved

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Board members present: Koran Cousino, Eric Cota, Keegan Tierney, Tony Porter, Nancy Boss  
Others present: Tom Estey, Rebecca Elder, Tom Lathrop, Adam Thompson, Joel Fitzgerald

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

Keegan Tierney will arrive 30 min. late.

Changes/additions to the agenda:

Add during SB concerns:

1. Short-term disability discussion
2. Drone video of JCCC
3. Gazette charge and next steps

### Road Foreman's Report

- Big Hollow Rd – Crew is fixing area by the frog pond (Shaker Hill area); applying fabric, stone.
- Varney Hill – Adam Thompson applied for an accessibility permit to cross the road with sleeve for water line for irrigation. Board asked for 30 ft culvert. Permit signed.
- Tom Lathrop – Crowley Road is Class 4; surface is clay/hard pan with many ruts; Tom reports that springs are coming up through the road creating more problems. The area he wants to fix is after the big field at the end; estimates 60-80 ft needs to be dug out about 4 ft deep and get a good base down. After cutting down the big pines, the water flow has changed. There are 4 families that use it. Tom says he can get gravel from Zeno but doesn't have the equipment to haul or do the work. He stated he will buy the gravel and culverts and asked the Town to help with providing equipment and some labor. There is a lots of logging going on up there with trucks in/out and affecting the road.
  - Tom Estey will come up and look at the road with Tom Lathrop and assess. The road crew can help with work in about 4 wks.

### Joel Fitzgerald, MAUSD Director of Facilities

He came to speak with the board on a few items pertaining to the Robinson School:

**Power back up generator:** There have been a few power outages. The last few times the generator didn't work when needed, so he authorized a repair to the switch. In other MAUSD towns, there is a shared cost agreement with schools (Lincoln and Beeman). Most important point is that the generator works when needed. He entered a \$3100 contract for maintenance; it is prepaid and signed. He wants to protect the generator with some sort of coverage/shed to extend life. The generator was purchased by emergency mgmt. grant; the town owns it. The selectboard would like to see it maintained and used. There was discussion with Andy Young about the exhaust issue and there may be a way to extend pipe up higher to reduce the exhaust odors.

Currently the bill for service from Brookfield comes to Starksboro. The needs to be clarification about the payment path so bills aren't paid late. Joel said there are ongoing improvements to the payment chain at MAUSD and they can do open purchase orders later to make the process smoother.

### Robinson improvements:

Multi-purpose room: ceiling repairs are needed. Storage is a problem. Stage is full and the school needs to put materials elsewhere so the stage can be fully utilized for performances, etc.

The district also plans to purchase new cafeteria tables that fold and are safer, easier to keep clean, and would not require the benches to be stored on the stage. Joel asked if the town could move their items for voting. Koran explained there is not much there for the town (2 tables, voting materials, folding booths). The board will work with the district to maximize storage. Koran will talk with the town clerk's staff and Joel will follow up with Cheryl for a tour of the school storage later. Joel stated that the district's goal is for the multipurpose room to be a better space for the community.

Joel asked there were things the selectboard would like to see happen at the school. The Friends of Robinson (parent group) is working towards new playground equipment. Joel said he heard from the kids that they want a soccer field with lines and a place to play flag football during recess. The ballfield needs a load of dirt; the school district has a dump trailer and a truck, so the school would like to do something to help.

### Energy Committee – Battery back-up options

Richard Faesy and Jeff Dunham attended to update the board on their research into battery backup for the town buildings. The GMP program is now available. The town can lease the Tesla batteries for 10 years with the option for another 5; they will take them back at end/dispose. The billing would be \$30/month. GMP would be responsible for installation and maintenance. They don't cover the auto shut off switch option (\$2100 quote to switch off loads). There would be no shelter needed as it would for a generator. The hardest data point to figure out is how long it can support use. They advertise that 2 battery units will supply a whole residential house for a day. There will be no effect on cost of electricity. Details to note: Lessors are sharing the battery with GMP. GMP says they are watching weather so they do not pull down the power when there is anticipated high need.

#### Solar suggestions:

Town pays \$500 over what the panels produce. The committee has been exploring the options but one of the challenges is that the town doesn't have tax liability that a private entity would. There is a deadline at the end of June – state incentives change. If filed by 6/30 for a CPG, then it can be held for one year while the board makes a decision. Richard and Jeff recommend putting in an application for 4kW and for 15kW and come back and see what the town wants to do. Solar on the town buildings would be able to feed the batteries.

The Energy Committee is also searching for a potential investor who would have to own the panels for 5 yrs; town would pay for the power for 5 yrs. The panels would go behind the commuter lot. They could be constructed like a shelter, covered picnic area, etc.

Keegan stated he was supportive of the CPG application as long as there's no commitment. He is concerned about length of time for power from the Tesla power walls. If solar is installed, trackers give more kWh than the standing panels but they are a bigger investment.

**Motion:** Keegan Tierney made a motion to authorize the Energy Committee to apply for CPG on behalf of the Town. Nancy Boss seconded.

**Motion carried.**

### Zoning update

- The statewide parcel mapping project phase 3 is underway for 2019. Starksboro is in the cue for this round. Chris Chamberlain of RJ Turner Co will be doing the GIS work for the town and submitting the information to the state to incorporate in the statewide data. Chris has also submitted a proposal for the GIS work typically performed every two-three years to update our town parcel maps for the Listers' work and for zoning. Rebecca requested the addition of FEMA flood layer data and will bring the final quote back to the selectboard for approval.

- Rebecca updated the board on several zoning projects and DRB applications coming up for review.

### Administrative Updates

1. Rebecca attended two trainings recently:
  - a. VLCT training session for Designated Employer Representatives (DER). The DER is the official point of contact for the town's participation in the random drug testing program for holders of Commercial Driver's Licenses (CDL). Rebecca will make recommendations for changes to the current record-keeping and communication system for this program.
  - b. Addison County Economic Development Corp learning session: Benefits of State Downtown Designation – Both the Selectboard and Planning Commission have been interested in seeking more information about Village Center designation by the State of Vermont now that the town plan is complete, including energy plan and goals. There are a variety of benefits to seeking Village Center status, including opportunities for grant funding and other programs to provide financial support for town projects.
2. Computers were purchased for two work stations. New email accounts and Office 365 licenses are being set up. Rebecca will arrange training sessions with town clerk's office staff. Follow up training on specific programs will be done as needed.
3. Upcoming trainings from VLCT
  - a. Governmental Accounting – Nancy will attend
  - b. Human Resources – Rebecca will attend
  - c. Planning and Zoning Spring Forum – Rebecca will attend

### Building & maintenance

- Lister office floor – Discuss at the planning retreat; assess budget. Mitch Horner no longer available for work.
- Post office – Lease isn't up until 2021. There are new lease forms that put more burden on the Town but doesn't need to be updated until expiration. Put on calendar with reminder for 2020.
- Signs on Class 4 roads re: no motorized vehicles: Needs a call to VLCT before action. Eric will find out what liabilities exist.

### Selectboard Concerns

- Cory James contact Koran re: drone filming inside the Jerusalem Schoolhouse. He creates 3D virtual tours and asked if it could be posted on Google Street view.
  - The board prefers not to have the video posted and will notify Corey.
- **Short-term and long-term disability – Cost is \$42/per employee.** Celine will get more information for the board's consideration.
- **Gazette** – Rebecca confirmed with VLCT that the committee must abide by open meeting law with regard to meetings and communication. Keegan will add this to the committee charge and send out to those who expressed interest in participating. Keegan then read the draft charge to the board.

**Motion:** Keegan Tierney made a motion to approve the charge for the Starksboro Gazette committee. Tony Porter seconded the motion.

#### Motion carried

- Old town store (empty building on 116N in village); building now owned by AOT. Tony has contacted AOT to find out what the plan is for the building. There is likely a lot of asbestos in the building making demolition expensive.

- Historical society storage needs – Keegan said there is quite a bit of materials from the historical society currently stored at the meeting house. He asked if there is room in the upstairs of the town clerk’s office for additional items. Yes – follow up with Elsa and Cheryl.

VEC submitted an accessibility permit for required work along Big Hollow Road to replace lines and place poles roadside for better maintenance. Rebecca will ask VEC for an updated map. Once the board reviews the updated map they will sign the permit.

### Minutes of May 7, 2019

**Motion to approve the minutes:** Eric Cota moved. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

### Bills/Orders

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

### Road Foreman Job application review

**Interviews to be held on June 14, 2019. Two candidates to be interviewed at this time. Interviews to be conducted in executive session.**

First interview: 6:00

Second interview: 6:45

Regular meeting start at 7:30

**Motion to adjourn at 9:11 p.m.:** Eric Cota moved. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

Respectfully submitted,

Rebecca Elder  
Selectboard Assistant