

Starksboro Selectboard Meeting  
Minutes of June 18, 2019  
Unapproved

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**Present:** Koran Cousino, Nancy Boss, Eric Cota, Tony Porter (2<sup>nd</sup> half of meeting)

**Unable to attend:** Keegan Tierney

**Others present:** Rebecca Elder, Susan Klaiber, Robert Turner, Laura and Ted King, Job candidate

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The meeting was called to order by Chair Koran Cousino.

The first portion of the meeting was dedicated to interviews for the Road Foreman position.

**Motion:** Nancy Boss made a motion to enter executive session to consider an applicant for the position of Road Crew Foreman pursuant to Title 1, Section 313(a)(3) of the Vermont Statutes. Eric Cota 2<sup>nd</sup>.

**Motion carried.**

Two candidates for the position under consideration were invited into executive session with the selectboard.

**Motion:** Nancy Boss made a motion to exit executive session. Eric Cota 2<sup>nd</sup>.

**Motion carried.**

No decisions were made a result of executive session at this time. Discussion to be continued at the end of the meeting, again in executive session.

-- BREAK --

Susan Klaiber and Rebecca Elder arrived 7:00 p.m.

#### Jerusalem Community Center Committee RFP update and request

Susan Klaiber described the process the committee used for the RFP. It was emailed to 25 firms; advertised in the Addison Independent and posted on website. Nine firms came to the open house and 2 proposals were received.

The committee discussed why only 2 proposals came in. They suspect it was in part because the project is combination of historic preservation, new construction, and municipal building needs. It is also a smaller project for a big firm. Anecdotally, there also seems to be many competing applications out there for services. Koran Cousino attended the RFP review. Candidates were interviewed on 6/11.

The committee selected the proposal from Guillot-Vivian-Viehmman Architects Inc, S. Union St., Burlington (GVV). They have worked with a lot of churches and are used to restricted budgets. Barnard & Gervais would do the site plan and wastewater design. Dana Curtis would be the mechanical engineer (Engineering Services of VT ); same estimator as on the town garage. The contract would cover review of site conditions, site evaluation, conceptual plans for up to 3 options. It would also include comparison of cost/benefit, 3D drawings, and a final report to the committee. GVV will present to the SB as desired, with a due date end of Sept/early October and they would assist with prep for town meeting presentation.

The 17,500

Add'l community mtg - \$2K (not in amt above)

Asked for estimate of costs through to the end (not incl. construction)

**Motion:** Nancy Boss made a motion to hire GVV for the initial phase of work on the JCCC project, not to exceed \$17,050. Tony Porter 2<sup>nd</sup>.

**Motion carried.**

**Motion:** Nancy Boss made a motion to allow Tony Porter or Koran Cousino to sign the contract when prepared. Eric Cota 2<sup>nd</sup>.

**Motion carried.**

The JCCC will conduct a brief community survey. They will send on paper and electronically via Survey Monkey. Susan will work with Cheryl and Amy to make use of the bulk mail permit.

### Maple tap lease – Robert Turner

Robert Turner attended to update the board on the tap lease between the Town and David Allen, who taps at Russell Farm. He currently has 2300 taps, and the lease has been in place for 10 yrs. He has pretty much the maximum # of taps the land can handle. The lease is up for renewal. Robert and David discussed a different payment schedule. They suggest using the USDA bulk price, (2016 was 2.30/lb) \$1.12/tap/year. D. Allen was paying in December but they propose moving payment date to June 30. Robert and David will meet each year to confirm the rate. David A. is okay with lease as is.

The rest of the terms are unchanged.

**Motion:** Tony Porter made a motion to approve the lease agreement as presented. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

Robert also offered a brief update on the status of the **Emerald Ash Borer** in Addison County. It is confirmed in the Bristol area. There will be a **public meeting on 7/23/19** and a follow up for municipal employees on next steps. This will be a gig deal because the Town has 100 or more Ash trees in the road ROW and they will die. Tony thinks this is a low number. The town may need to hire for services to remove as the volume will be large. The State is not offering any aid for mitigation yet. The board will need to think this through. Chipping is the easiest way to deal with trees once they come down. Robert thinks we need to be proactive on trees that are most vulnerable.

### Rooted Vermont trail bike event

Laura and Ted King attended to ask for the town's permission for use of portions of Ireland and Carp Cole Rd for an event on August 4. It is an 85 mi route; all on gravel road. This is a big growing sector of recreational bike riding and will bring people to Vermont and to the local area. Want some Class 4 roads, excitement. Getting off 116 and included a challenging section. They are interested in the end of Carp Cole which is ANR lands. The board advised that a Special Use permit is required. Contact Jason Neurenberg. Other land they are looking at is under private ownership and they will need to contact those landowners for permission. The Kings provided an insurance certificate for activity on town roads.

The event is sold out at 500 attendees. They hope to make this an annual event. They have a clean sweeping crew that comes through afterwards. The bikers are self-navigating using GPS and are given the course in advance. There will not be packs of bikers together but rather spaced out, single bikers.

**Motion:** Eric Cota made a motion to approve the use of town roads for the Rooted Vermont event on 8/4/19. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

### Minutes of 6/4/19

**Motion:** Nancy Boss made a motion to approve the minutes of 6/4/19 with one correction. Koran Cousino 2<sup>nd</sup>.

**Motion carried.** (Tony Porter recused)

### Personnel Policy

**Motion:** Nancy Boss made the motion to approve the revised Personnel policy of June 2019. Eric Cota 2<sup>nd</sup>.

**Motion carried.** (Tony Porter recused)

### AC Sheriff contract

The board would like to see more traffic control on the dirt roads. Rebecca will invite the sheriff for a conversation in August if possible.

**Motion:** Tony Porter made a motion to sign the contract with the Addison County sheriff's office for FY19-20. Eric Cota 2<sup>nd</sup>

**Motion carried.**

### Bills/orders

**Motion:** Nancy Boss made a motion to approve the bills and order as presented by the Treasurer. Tony Porter 2<sup>nd</sup>

**Motion carried.**

### Pay liabilities/payroll outside of orders

**Motion:** Tony Porter made a motion for the payment of payroll and other voted obligations for FY19-20 that must be paid before July 2 to avoid penalties. Nancy 2<sup>nd</sup>

**Motion carried.**

### Implement FY19-20 budgeted wage increases

**Motion:** Eric Cota made a motion to implement the budgeted wage increased for FY19-20 as of July 1, 2019. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

### Letter of Intent for Municipal Roads Grants in Aid program

**Motion:** Eric Cota made a motion to approve the LOI for the Municipal Roads Grants in Aid program. Nancy Boss 2<sup>nd</sup>

**Motion carried.**

### Selectboard Concerns:

Gazette production: Keegan and Cheryl talked. Cheryl said there is some key info for summer to distribute. The office staff will produce a one-page mailing with essential updates and contact information.

Nancy Boss offered to help if needed.

The board will discuss the Gazette committee and ways to find additional help for the tasks needed (computer skills, someone to serve as editor). Scheduled for July 2 meeting.

Truck – Tony reported that a new offer came in for the older pickup truck; Koran Cousino to sign the bill of sale. The board approved the price offered.

Tree trimming at solar field: The board extends a big thank you to Chris and Jim Runcie. They volunteered their time and equipment to cut the sapling trees growing up around the solar trackers.  
*Thank you!*

The Runcies asked about having the field brush-hogged—the board had problems in the past with rocks hitting the panels. It would be best to find some goats or sheep to graze there a few times per summer.

Payroll service: The board budgeted for a payroll service and is exploring options. To be discussed at the July 2 meeting.

Tony Porter departed.

**Motion:** Eric Cota made a motion to go into executive session to continue discussion of the Road Foreman interviews and next steps per 1 VSA 313 (a)(3). Nancy Boss 2nd

**Motion carried.**

**Motion** to exit executive session: Eric Cota, Nancy Boss 2nd

**Motion carried.**

Decision as a result of executive session: The board will offer candidate 2 the job. The reasons include long-time employment history; familiarity with the town and road system; experience in a rural setting, and knowledge of local residents. Candidate has extensive experience with equipment.

**Motion:** Eric Cota made a motion to authorize Koran Cousino to negotiate the employment terms on the board's behalf. Nancy Boss 2nd

**Motion carried.**

Motion to adjourn at 9:45 p.m.: Eric Cota, Nancy Boss 2nd

Motion carried.

Respectfully submitted,

Rebecca Elder