

Starksboro Selectboard  
Meeting Minutes of 9/3/19  
Unapproved

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Board members present: Nancy Boss, Eric Cota, Koran Cousino, Tony Porter, Keegan Tierney  
Others present: Rebecca Elder, Tom Estey, Ryan Senna, George Rooney

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The meeting was called to order 5:30 p.m.

Additions to the agenda

1. Tony Porter's resignation and public notice about position open
2. Gazette planning
3. Dog issue on Shamrock Dr. – update

Road Foreman's report

- The new truck is still in for body work – it should be ready in 4-6 weeks.
- New road crew employee Eric Huestis started today.
- Tom has vacation time to use before his retirement date and Tony also needs to take some time before Tom's departure. Tom will be finished by the end of October but may work some additional hours to help complete fall road maintenance and help with vacation coverage.
- Portable traffic lights – Tom got a set of 4 (from the State). They should be stored in a trailer for protection. The town needs to purchase a trailer for storage so they wouldn't need to be stored in the garage. Item to be added for next budget. The costs for flagging is \$300/day +/- so the lights will save money.
- Replacement tools needed for road crew – Tom and Tony make a list and will be purchasing tools. Tom has provided many of his personal tools in the past and the town will need to buy items to have at the garage.
- Tom spoke with the stewardship contact at the VT Land Trust regarding installation of a small road and a little salt shed to be available for the public outside the locked gate. VLT approved the plan and will notify the neighbors.

ATV use on Mason Hill North – George Rooney

George Rooney, resident of Mason Hill North, spoke to the board about ongoing concerns about the ATV traffic on the road. He reported that the ATV traffic has been intense this summer (i.e. small kids, teens, and adults on ATVs). There has been more traffic on Mason Hill North due to construction projects. He is concerned about animals, kids, people walking dogs, and general pedestrian safety.

G. Rooney stated he knows State statute limits the use of ATVs on public highways. He has called the sheriff and the state police in the past, but there is little to no capacity on law enforcement to respond to these complaints.

K.Cousino asked if this traffic was more on the weekends vs. week days. The board noted that the new Addison County sheriff has been more responsive to traffic related issues and they will request additional monitoring of the area. G. Rooney said the traffic is increased on the weekends – June was very heavy, July was heavy. He asked if the board would put a reminder in the Gazette and/or on FPF and the website about ATVs. K.Tierney asked if G. Rooney knew if the ATVs seen were owned by Starksboro residents vs. out-of-town guests/visitors. The board also noted that game wardens will also write tickets to those caught on ATVs on the public roads.

Follow up:

- The board will contact the Sheriff's office for increased monitoring.
- The board will also notify the game warden
- A general reminder will be placed on FPF and the town website.

## Animal Control Ordinance and Discussion

The board discussed the recent situation with dog impoundment and the tickets and fines associated with the incidents.

**Motion:** In an effort to accommodate the parties involved in the hearing regarding Trevor James' dog (known as "Dakota") and acknowledge the delays in process as a result, Keegan Tierney made a motion to waive all municipal fines and fees associated with the violations and impoundment of the dog. Nancy Boss 2<sup>nd</sup>.

**Discussion:** None

**Motion carried.**

The board returned to review of the draft animal control ordinance (continued from previous meeting). The group discussed "constructive possession" and the responsibilities of the pet owner vs. a dog sitter/house sitter.

The board discussed more recent interactions regarding the dog issues on Shamrock Drive.

Next steps:

- Draft a letter to Porter Hospital re: reporting timeline and protocol for animal bites.
- K. Cousino will follow up with Tracey Orvis re: deputy health officer position.

## Buildings & Maintenance

The lister floor repair will be scheduled in October – Nancy will be the contact person.

Mark Whitcomb will remove the materials and requested a truck to put the scraps into during repair phase.

## Administrative updates

IT policy and protocols with staff are needed. An IT policy and social media policy are being drafted and will be reviewed by the board this fall. Nancy Boss will follow up with staff about steps needed for new IT systems and work to be performed.

Town email addresses: The board agreed that the Animal Control Officer should have a town email address. Rebecca will set this up and communicate with Chuck Webber.

## Zoning updates

The board was provided with suggested Bylaw changes from Planning Commission. No issues were raised. T. Porter suggested further refining the language in the definition proposed for "forest products processing" for clarification.

Rebecca provided updates on a several zoning situations in town and some new projects that will be on the DRB schedule this fall.

## Selectboard concerns:

- Gazette – It is almost time for the next quarterly issue. The board is still seeking a volunteer to be the editor/coordinator of the Gazette for it to be produced monthly. Without anyone to coordinate, the Gazette will be produced quarterly with essential town information.
- Bridge at Cota field – Conservation Commission is working on repairs. Keegan will check in on the progress and process. An engineering consultation is needed.
- Syringes that were found by a resident on Big Hollow Road have been cleaned up and dealt with. Thank you to Cheryl Estey. A reminder was placed on FPF about proper disposal of hazardous medical waste.
- Back-up generator plans: A new quote was received from Jackman's for an 11kW generator with transfer switch, cold-weather kit, and propane hook up. The total is \$7350 installed. T. Porter also has information from Taylor Rental in Middlebury that he will pass on for follow up. The board will seek additional quotes on electrical work.

## Minutes of 8/20/19

**Motion:** Keegan Tierney made a motion to approve the minutes of 8/20/19 with one correction. Nancy Boss 2<sup>nd</sup>.

**Motion carried.**

## Bills/Orders

**Motion:** Keegan Tierney made a motion to approve the warrants for bills/orders with exception of one bill for GVV that needs a new check to be cut. Nancy Boss 2<sup>nd</sup>.

## LOA with Guillot-Vivian-Viehmman for architectural planning for the Jerusalem Community Center and Firestation #2

**Motion:** Tony Porter made a motion to authorize Koran Cousino to sign the letter of agreement with Guillot-Vivian-Viehmman. Eric Cota 2<sup>nd</sup>.

**Motion carried.**

## Notice of vacancy for position

Effective tomorrow, September 4, 2019, the Selectboard has a vacant position.

The board will post a public notice about the vacancy created by Tony Porter's resignation. The board seeks letters of interest from anyone interested in serving on the board until the next town meeting election. Letters will be accepted until 9/17 and then candidates will be invited to the meeting on October 1 before a final decision on appointment is made.

**Motion to adjourn:** Tony Porter moved. Eric Cota 2<sup>nd</sup>

**Motion carried.**

Respectfully submitted,

Rebecca Elder  
Selectboard Assistant

**Next meeting:** September 17, 2019 at 5:30 p.m. at the Town Clerk's office