

Starksboro Selectboard

March 10, 2020

Unapproved

Board members present: Eric Cota, Koran Cousino, Nancy Boss

Unable to attend: John Painter, Greg Hahr

Others present: Charlene Phelps, Cheryl Estey, Rebecca Elder, Eric Kallio, Tony Porter

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

Changes/additions to agenda:

- Request from Energy Committee re: animal grazing on town land

Annual organizational duties:

Each year after the Town Meeting and elections, the Selectboard is required to complete organizational duties on behalf of the municipality.

The board welcomes new member John Painter and returning member Greg Hahr. (John and Greg were unable to attend the meeting.) John was elected to a two-year term and Greg was elected to complete the remainder of the two-year term vacated by Tony Porter and to which Greg was appointed in November 2019.

Election of officers:

Motion: Eric Cota made a motion to elect Koran Cousino as chair of the Selectboard. Nancy Boss second. **Motion carried.**

Motion: Eric Cota made a motion to elect Nancy Boss as vice-chair of the Selectboard. Koran Cousino second. **Motion carried.**

Newspaper of record for legal postings and town communication: Addison Independent

Town information posting locations: Town Clerk's office, Post office, Jerusalem Country Store

Regular meeting schedule: First and third Tuesdays of the month at 5:30 at the Town Clerk's office

ACRPC reps: Rich Warren to be asked if he wishes to continue in this role; one open seat; Jan McCleery has stepped down from the ACRP Transportation committee – open seat.

Other town appointed roles to be reviewed at a future meeting.

Town Clerk Update

Cheryl Estey attended and provided the board with a range of updates on town office activity including a report on the recent election and town meeting day. Operations went smoothly. She expressed thanks to the election officers who worked shifts at the polls and helped with the election tasks. Cheryl reported that she has approached the other Addison Country town clerks about acquiring a tabulator for the Mt Abe school district and Hannaford Career Center elections to reduce the amount of time spent counting ballots and speed up the reporting process.

The board discussed the timing for the next town-wide reappraisal. The listers will be invited to the next meeting to provide more information.

Wireless Tower proposal

Eric Kallio of Industrial Communications spoke with the board about interest in placing a wireless communications tower on the town-owned land at 1686 Route 116 where the former town landfill was. He

presented basic information about the proposal. Once constructed, the tower would require monthly maintenance checks (access would be needed to site). Proposal would include pulling power from an existing electric pole next to the solar array.

Rebecca Elder provided Mr. Kallio with a copy of Sec. 348 of the Starksboro Zoning bylaws, which outlines the requirements for wireless tower project proposals and the process for getting approval through the zoning office. The project would likely require site plan review in a DRB hearing. The information will be given to the project engineers and incorporated into the proposal they develop.

Mr. Kallio will contact Tony Porter for access to the proposal site for a visit to help determine possible placement, ensure required setbacks, etc. can be met.

Industrial Communications will come back to the Selectboard with a proposal in the next couple of months and the process will be determined at that time.

Road Foreman's Report

- It is mud season. The unpaved roads in town have produced challenging conditions for residents and the road crew, particularly on Ireland Rd, Big Hollow, Shaker Hill, Mason Hill North and a few others. Tony Porter closed certain segments of roads for school bus travel due to unsafe conditions. Numerous vehicles have been stuck on unpaved roads. The road crew has been working on the worst sections hauling in gravel and mitigating the situation as much as possible in current conditions.
- The town clerk has shared road information via FPF. Residents may call the town garage with specific questions about road conditions and/or closures.
- The first FEMA conference call re: Halloween storm of 2019 will be scheduled in the next two weeks.
- Tony still needs a copy of the check(s) written to the paving company for the work done on State's Prison Hollow Road. Rebecca to follow up with Amy Mansfield.
- VT AOT structures grant application – Tony has met with state official and they recommend the town seeks funding to replace two bridges on Jerusalem Road. An initial quote will be requested. Tony will talk with Tom Estey about the application process done in the past and the formulas used for estimates.
- Sand and salt use was up quite a bit this year. It was a wet winter with icy conditions.
- Conway Road repairs need to be completed. Some grant funds remain for a few segments.
- NRCS has offered some funds to aid in removing root balls and fallen trees from the Lewis Creek segment north of Ireland Road. There is concern about doing this work since it is out of the town right-of-way and on private land. Town crew and equipment should not be used for this work. Rebecca will contact the NRCS representative to get clarification on the scope of grant aid offered and how to proceed since the work would be done on private property. Information will be brought back to the board. Would the town need to serve as the intermediary between contractors and landowners? There is support for the work proposed in the Stokes Hill area off Big Hollow which provides access to Clifford's pond.
- Tony met with the Vermont Dept. of Environmental Conservation rep about the State's ongoing review of stormwater run-off mitigation plans. The sites identified in Starksboro are on State roads and are mainly an AOT issue to be worked out. Settling ponds are proposed near the school and on private land on the east side of 116 north of the town office. The state will be testing stormwater runoff and if contaminants are found in the water, the private landowners will be approached about solutions.

Energy Committee request

The Energy Committee approached the Selectboard for permission to allow grazing of goats or sheep in the area by the solar panels off Parsonage Road. The board is postponing this conversation in order to

seek legal advice about liability and other concerns. The board has learned from previous experience that this is more complex discussion and it will be added to a future agenda for more discussion.

Emergency Management Update

Annual adoption of the LEMP (Local Emergency Management Plan):

There are no changes to the plan.

Motion: Nancy Boss made a motion to readopt the Starksboro LEMP as written. Eric Cota second.

Discussion: Eric Cota certified that the plan meets the NIMS (National Incident Management System) requirements for training and adoption.

Motion carried.

Eric Cota and Koran Cousino signed the Starksboro LEMP Municipal Adoption form.

Appointment of the Emergency Management Director:

Motion: Eric Cota made a motion to appoint Charlene Phelps as the Starksboro Emergency Management Director. Nancy Boss second.

Motion carried.

Charlene Phelps attended to update the Selectboard on the State's preparedness for the COVID-19 potential outbreak and precautionary measures. As of this meeting, several Vermont colleges have closed campuses, two public schools in Williston closed. The State's recommendations are evolving rapidly. At this time, the government recommends anyone who has been on a cruise or who has visited certain at-risk countries should be in self-quarantine for 14 days upon return to avoid spread of virus.

- The Selectboard and town clerk need to have a plan for essential functions, likely limited to payroll, paying bills and insurance, and responding to urgent requests.
- Koran receives daily updates and will forward them to Rebecca and board members to keep them informed.
- Charlene will forward information to Rebecca and Cheryl to distribute to the board and town officials as needed.

Building and maintenance updates

- Post office roof – Rebecca requesting quote
- Town information kiosk – Eric will contact Don McCormick about disconnecting the power to the kiosk so that it can be removed/replaced.
- Library kitchen – The floor is to be replaced. In preparation for the work, members of the board visited with library to assess. The kitchen area needs to be emptied and the floor installed from wall to wall. There is lead paint on some of the cabinets, which must be dealt with or cabinets replaced. The selectboard would like to give the library board and staff ample time to find storage for the items currently in the kitchen area so that the entire kitchen area can be renovated as needed at the beginning of the fiscal year in July.
- Food shelf/pottery studio exterior door lock – Koran has a replacement and will look at what needs to be done to install.

Minutes of Feb. 25

Motion: Nancy Boss made a motion to approve the minutes of 2/25/20 as presented. Eric Cota second.

Motion carried.

Warrants/Orders

Motion: Eric Cota made a motion to approve the warrants for bills and orders as presented by the Treasurer. Nancy Boss second.

Motion carried.

Motion: Eric Cota made a motion to adjourn at 8:33 p.m. Nancy Boss second.

Motion carried.

Respectfully submitted,

Rebecca Elder

DRAFT