

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by C. DeVore  
Status: APPROVED

**Meeting Date:** April 12, 2017

**Start Time:** 6:28 pm **Adjourn:** 7:47 pm

**Meeting Attendees:** Robert Burley – ESB Chairman, Caroline DeVore – ESB, Robb Wills – ESB,  
Michel LaCasse – Road Commissioner

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### **A. SPECIAL TOPICS:**

### **B. NEW ITEMS:**

1. **2017 Hazard Mitigation Plan:** Step 1 review by VEMA identified revisions and clarifications to meet Step 2, NEW FEMA approval criteria. LCPC & ESB updating/editing for resubmission.

Meeting Notes: SB updated on status of Plan.

2. **Flood Resilience Checklist:** 13 pages of compliance items prepared and submitted to VT Dept. Housing & Community Development. Elmore identified as very resilient/prepared.
3. **2015 Elmore Zoning Bylaw** requires interim minor update to meet new ANR/EPA water quality regulations of Act 64. Guidance for impervious areas, slopes and coverages will be updated to comply. ESB, ZA, HO, EPC will draft. Full By-law update scheduled for 2018.

Meeting Notes: Proposal for discussion as follows: In the Rural West and Forest Reserve Districts, all building construction above 1200 feet MSL will be subject to increased restriction in support of new ANR water quality rules and to support protections set forth in the current Town Plan.

- a. **Zoning Fees:** Review Updated Fee Schedule.

Meeting Notes: Clarification of minor increases in subdivision and zoning application fees were approved by the Select Board. New fee schedule available from Town Zoning Admin or Clerk and provided with approved SB meeting minutes.

Meeting Notes: Review lot coverage details – SB members to review draft proposal and channel input to B. Burley (DRI).

4. **Elmore Water System:** Final Closing Records (WPL-150-3) for VT/EPA Drinking Water Revolving Fund completed, reviewed & approved to reflect additional negotiated amendments & loan forgiveness of \$75K.
5. **DISCUSSION:** Elmore's need for Occupancy Permits similar to adjacent towns to insure post construction compliance with By-Laws, Codes and Regulations.

Meeting Notes: R. Wills to take lead on assembling Occupancy Permit templates from surrounding towns that will be reviewed as a basis for creating an Occupancy Permit/Process for Elmore.

### **C. CONTINUING ACTIVE ITEMS:**

Month of March had largest snowstorm of the winter and two freezing rain events – followed by the

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beginning of mud season.

### **1. Road Commissioner Update – LaCasse**

#### **Work Completed:**

- Plowing of 50-60 inches of snow. Record March snowfall.
- High winds caused significant drifting and many downed trees.
- Only one frozen culvert had to be addressed. (Gates Farm Rd)
- Mud season “officially” started on March 28<sup>th</sup>. Hit hard in certain sections of town because road edges were frozen restricting drainage.
- Grading started week of April 10<sup>th</sup>.

#### **Equipment status:**

- Very active use – 118 hours of overtime booked in March.

#### **Employee Status:**

- All is well.

#### **Upcoming Issues:**

- Project list coming together. Small culverts need to be replaced once the frost is gone. Lots of winter residual clean-up and clearing of intersections and turn-arounds.
- Green-Up Day is Saturday, May 6, 2017.

### **2. UPDATE: Road Erosion Inventory Grant: \$10K application submitted to ANR/DEC. Req'd for 2018 ACT 64 Highway Permitting Regs.**

### **3. UPDATE - EPC:**

- **SUB DIVISION BYLAW:** ESB edits submitted to EPC on 1/25. EPC will complete changes to begin Public Meeting/Approval process.
- **ENERGY PLAN:** EPC developing Town Plan addendum to comply with PSB requirements for “substantial deference” standing at PSB renewable energy permit hearings.
- **ENERGY QUESTIONNAIRE:** Results will be reflected in Energy Plan Addendum to Town Plan as appropriate.

## **D. COMPLETED/INACTIVE ITEMS**

### **1. Review Action Item List**

## **E. SB EXECUTIVE SESSION**

No Executive Session held.

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