

# TOWN OF ELMORE, VT

## Meeting of the Elmore Select Board

Meeting Date: **Wednesday, September 12, 2018 at 6:30pm**  
Agenda Version Number: **V1.0**    Agenda Status: **Draft**

Meeting Type: **Regular**

ESB Members: **Caroline DeVore-Chair, Robb Wills, Glenn Schwartz-Clerk**  
Elmore Road Commissioner: **Michel Lacasse**

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**NOTE: SELECTBOARD MAY ENTER EXECUTIVE OR DELIBERATIVE SESSION(S)**

- A. Agenda:**                    \*Requester should be the same individual as the presenter.  
                                      \*3<sup>rd</sup> party or representative presentations are discouraged.  
                                      \*Request agenda slot to Select Board - minimum 1 week prior

**B. Time Allocations:**

|    | ITEM TYPE      | 1 <sup>st</sup> Speaker  | Next Speaker | Max total time |
|----|----------------|--------------------------|--------------|----------------|
| 1. | Special Topics | Assigned by Select Board |              | Set by SB      |
| 2. | New            | 5 Min                    | 2 Min ea.    | 10 Min total   |
| 3. | Active         | 5 Min                    | 2 Min ea.    | 10 Min total   |
| 4. | Completed      | 2 Min                    | 1 Min ea.    | 5 Min total    |
| 5. | Non-Agenda     | 5 Min                    | 2 Min ea.    | 10 Min total   |

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CALL TO ORDER: Caroline DeVore, Chairman  
Approve or amend current month's meeting agenda  
Review and approval of previous month's meeting minutes

**A. SPECIAL TOPICS:**

**B. ACTIVE ITEMS:**

1. **REVIEW:** RFP for digital client/server services to include email, server backups, document retention, disaster recovery, business continuity, equipment servicing.
2. **UPDATE:** Town Fuel contracts options. Review current contract price and recommendation for new multi-year contract at negotiated rates.
3. **DISCUSS:** Possible purchase of a used Case 75 excavator.

**C. CONTINUING ACTIVE ITEMS: (Update status by principle owner)**

1. **UPDATE:** Road Commissioner's Report – Lacasse
2. **UPDATE:** Records Retention Program – Schwartz
3. **UPDATE:** Planning Commission – Schwartz
4. **UPDATE:** Development Review Board – DeVore
5. **UPDATE:** Lake Association – Schwartz

**D. COMPLETED/INACTIVE ITEMS: (Update status)**

1. Review Action Item List

**E. NON AGENDA/OTHER ITEMS: (Time Available)**

1. Routine Administrative, Operations items and payment approvals.

**F. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED**