

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by C. DeVore
Status: APPROVED

Meeting Date: January 10, 2017

Start Time: 6:32 pm **Adjourn:** 9:14 pm

Meeting Attendees: Robert Burley – ESB Chairman, Caroline DeVore – ESB, Robb Wills – ESB, Michel LaCasse – Road Commissioner, Michelle Greeson-EPC, Hans de Boer-EPC, Glenn Schwartz-Elmore Lake Association, Kevin Gerry-Elmore Lake Association, Don Valentine – Resident, Adam Audet – EVFD, Andy Jones – EVDF, Brent Hosking – Elmore Fire Chief

A. SPECIAL TOPICS:

- 1. DISCUSSION: Elmore Fire Dept. Building Repairs: Accepted firm unexpectedly dissolved due to key personnel loss.**
UPDATE Recovery Plan: Local firms will be contacted directly and project will be rescheduled.

Notes: Original company contacted for the work (change chimney, add proper snow guards, complete repairs of all impacted areas). Accepted bid/firm dissolved before work began. We are now reaching out to more companies to solicit bids. SE Martin has submitted a bid, but their bid may not represent the full scope of work. Robb to engage, review and reconcile any scope changes. RFP as listed on the Town website will be updated noting Robb Wills is the primary contact point for site inspections and project questions.

B. Hosking comment: Do we feel we can provide a clear scope of work without opening the roof to inspect and understand all areas impacted? Robb Wills: Yes, we feel that we can sufficiently define the scope to cover the possibility of unanticipated scope changes as field change orders (FCO).

Group Discussion: Q&A around scope and approach to repairs.

Recommendation: Robb to clarify current scope of work and solicit bids. Reconstruction timeframe earmarked for Spring 2018. DRI: Robb to manage the project including all site visits and report through SB meetings on progress.

- 2. DISCUSSION: TRUCK 1 REPLACEMENT - planned CY18 replacement MUST be accelerated due to excessive failures and unpredictable availability. Financing to be combination of Existing Reserves with short term third-party financing as needed.**

Notes: Warrant to authorize purchase of replacement truck in the amount of \$190,000 will be on Town Meeting Agenda. Anticipated cost to be defrayed by combination of Equipment Reserves, existing Account Surpluses and short term (1-year) financing only if necessary. DRI: Michel LaCasse, R. M. Burley.

- 3. DISCUSSION: EVFD ancillary rooms being used for miscellaneous equipment storage which conflicts with State/FEMA regulations for Emergency Shelter capacity. Existing Elmore Shelter Space is currently at/below required minimums. DRI=Wills**

Notes: Exploring ways to meet space demands for following use-cases:

- Emergency shelter space needs for displaced individuals (align with VEMA and FEMA standards)
- Storage space for EVFD equipment

TOWN OF ELMORE, VT

Monthly Select Board Meeting

- c. Reconfiguration of items currently stored to accommodate on-site repairs

SB will work with the EVFD to address current demands for space (emergency and ongoing) and define an action plan. DRI= Wills.

Town Building Inspection and Maintenance Program: The SB will also draft a plan to review all Town facilities annually. Ongoing maintenance and short-term/emergency maintenance will be outlined and managed. DRI= Wills

Fire Department Equipment Reserve: B. Hosking, Elmore Fire Chief, requested a Town Meeting Warrant to create an EVFD Equipment Reserve Account beginning in FY19 in anticipation of future equipment acquisitions/replacements. Suggested amount \$30,000.

B. NEW ITEMS:

1. **DISCUSSION: Begin to identify likely Town Meeting “hot topics” for ESB preparation.**
Note: Discussion deferred until February SB meeting.
2. **DISCUSSION: Elmore Lake Association (ELA) Request Appropriation for MILFOIL Control.**
Notes: ELA requests increased annual appropriation of \$15K in town matching funds for anticipated State Grants to meet increased needs for milfoil control. Control efforts will expand to include bottom barriers/mats, greeters at boat launch and increased dive harvesting consistent with more stringent Department of Environmental Control (DEC) guidelines for invasive species. Future installation of a pressure washer at wash station is envisioned. See detailed notes provided to SB by ELA following minutes.
Ongoing DRI for ELA= DeVore

C. CONTINUING ACTIVE ITEMS:

1. **Road Commissioner Update – LaCasse**

Work Completed:

- Plowing almost daily to clear 1-3” accumulations. Frequent, small amounts of snow are requiring double plow cycles for each storm. Resources strained (equipment, people, materials).
- Nearly 50% of the sand reserves have been used.
- Freezing rain December 23-24 created icy spots on roadways. Road crew working to reduce impact but weather not conducive to ice melt or snow cover.

Equipment status:

- Working hard.
- Truck #2 side dump mounts under piston let go. During repairs at Fairfield, 20 ton pump jack was accidentally left behind and fell between the inside duals and frame. Tire and rim damage. Fairfield to reimburse for damage repairs.

Employee Status:

- All is well.

Upcoming Work / Anticipated Issues:

- Ice house road fix
- New tandem truck
- Work with LCPC on inventories

2. **UPDATE - EPC:**

TOWN OF ELMORE, VT

Monthly Select Board Meeting

- **ENERGY PLAN: Public Service Board issues resolved. Resubmission underway.**
DISCUSSION: Inclusion of: 1) Technology Adoption Rates and 2) End User Affordability as limiting factors to deployment schedule.
Notes: Hans de Boer reviewed status with the SB.
 - **EPC STAFFING: Review staffing status and new members.**
Notes: Two new EPC members attended meeting to introduce themselves. Michelle Greeson and Hans de Boer are joining the board immediately. Welcome aboard! Staffing will continue to be a primary focus for SB. DRI=DeVore
- 3. DRB Staffing: Review staffing status**
Notes: Caroline working with DRB to review staffing needs and interested candidates. DRB to launch monthly meetings allowing for greater predictability and efficiency. DRI=DeVore
- 4. CVI STATUS UPDATE: “Central Vermont Internet: Effort to create a regionally controlled “Communications Union District” to provide reliable, lower cost, high speed internet in Central VT. The district would span central Vermont area, be self-sustaining (user fees) with each town having board membership. No property tax impact.**

D. COMPLETED/INACTIVE ITEMS

1. Review Action Item List

E. SB EXECUTIVE SESSION

Selectboard voted unanimously at 8:23pm to enter Executive Session to discuss personnel issues. No minutes were recorded. Executive session ended at 9:14pm.

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Elmore Lake Association Notes Milfoil Infestation Update

Project details as provided by Mr. Schwartz: This year the Elmore Lake Association (ELA) plans on starting a greeter program and make a \$12,000.00 investment in bottom barriers that have an expected life of 10 years. We will also invest in a \$3,500.00 greeter station building that will last 20+ years. However, the largest increase is due to the prices we received for divers. ELA sent out 15 bids to diving companies throughout New England; procured 2 quotes. Both of the companies have been recommended by the State and have a lot of experience in Milfoil removal. ELA estimates the cost of this professional service to be around \$30,000.00. The total grant amount requested from the State is \$54,430.00. Unfortunately, the State only has \$400,000.00 to distribute among all of Towns with lakes. Therefore, ELA does not know what the shortfall will be and is asking the Town of Elmore to contribute as much as possible to the project.

With grants from the Town of Elmore and the State of Vermont as well as Lake Association fund raising events, the ELA hopes to be able to fund this year's program. While it may not be realistic to completely eradicate Milfoil from the Lake, it should be possible to halt its spread and decrease the size of the dense infestations. Such control can ensure that recreational use of the Lake can continue and the ecological integrity of the Lake ecosystem remains intact.

Notes:

Proposed greeter program would be limited to weekends this year. Investing in bottom barriers as well this year. Diving company previously used is now unresponsive. Total project is \$54k. Estimated State may remit up to 30% of the total project. For greeter program, position would pay \$15/hour (included in total). Would require Town to fund greeter salary (\$20/hr total including benefits and other fees required). Bottom barriers are \$12k with life expectancy of up to 15 years. Greeter building estimate is \$3,500. Expect that of the total project year-1 expenses, \$15k would be non-recurring (over 10 years). Current ELA cash-on-hand account is \$20k-30k. The \$30k estimate for the diving company is all-inclusive with the diving team providing their own equipment and insurance.

Condition of lake: There are some dense and moderate areas of Milfoil and some shallow areas. "We're losing the battle at the lake," noted ELA members in attendance. Keeping Milfoil under control is an ongoing battle on Lake Elmore. Lake survey completed in September 2017 rendered a comprehensive view of Milfoil infestation levels. The ELA has submitted permit applications for bottom matting and suction harvesting to the State and those permits will be effective for 10 years – all efforts laying the foundation for requested funds to be immediately put into action on the Lake.