

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz  
Status: Draft

**Meeting Date:** May 9, 2018

**Start Time:** 6:30 pm **Adjourn:** 9:10 pm

**Meeting Attendees:** Caroline DeVore – ESB Chairman, Robb Wills – ESB, Glenn Schwartz – ESB, Don Valentine – Resident, Robert Burley - Consultant

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### A. SPECIAL TOPICS:

1. **PRESENTATION: Rob Moore, Regional Transportation Planner, LCPC**

Rob to give the Board an Erosion Inventory Report with Budget and Implementation Timeline.

**Notes:** Rob Moore presented a slideshow and discussed the following highlights;

- a) The notice of intent is due on 7/31/18. Paperwork will be sent to Elmore for execution.
- b) The fee structure will be changing to a structure that will be based on miles in the town vs a standard amount. This should benefit the Town of Elmore.
- c) All work that is required will be performed under a general permit
- d) The law requires the Town of Elmore too have a management plan that includes an inventory of roads, a priority list of non-conforming roads and an implementation plan. This plan is to be updated every year.
- e) The town of Elmore has approximately 33 miles of roadways. All roads Class 1-4 are included in the plan
- f) The law requires 15% of non-compliant roads to be up to standards by the year 2022
- g) All roads must be in compliance by the year 2036.

### B. NEW ITEMS:

1. **DISCUSSION:** CVI participation following Public Meeting. Bob Burley nominated to represent town on CVI Board. Selectboard to discuss funding of representation and options.

**Notes:** The Select Board asked Mr. Burley for a proposal based on the level of participation and a statement of work. Mr. Burley agreed to a budget of 10 hours / month. This budget amount will be revisited after a couple of months. It was again stated the CVI participation is subscriber based and will have no tax impact to the town of Elmore.

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2. **UPDATE:** Efficiency Vermont – Street light replacement program. Launched program with Efficiency Vermont to assess lighting requirements and offer program/funding options to town. DRI: C DeVore

**Notes:** Energy Vermont has assigned an engineer to evaluate our street lights and provide a quote.

3. **UPDATE:** Grants: Painting Town Hall. DeVore to update on grant applications.

**Notes:** The Town Hall is listed as a historic building and as such may be eligible for a grant program for restorations. Caroline to Investigate.

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

1. **UPDATE:** Road Commissioner’s Report – Lacasse

**Notes:** See attached Report

2. **UPDATE:** Fire Station – Repairs and maintenance / clean-up of storage area – R. Wills

**Notes:** A proposal for the repairs was received from S.E. Martin. Brent asked for 4 or 5 days notice before the repairs are to be performed.

3. **UPDATE:** Records Retention Program – G. Schwartz

**Notes:** The draft program was presented and discussed. It was agreed that the amount of time that documents would be held by the Town would be one year over and above state maximum requirements. This will be incorporated into the plan.

4. **UPDATE:** Subdivision and Zoning Bylaws update program – DeVore Kickoff meeting planned for Sunday, May 20<sup>th</sup> at 2:00pm. This kickoff will review all aspects of the project and proposal from LCPC.

**Notes:** The S.B agreed to sign the proposal from LCPC and the kickoff meeting will be held on May 20<sup>TH</sup> at 2:00pm.

5. **UPDATE:** Planning Commission – Schwartz

**Notes:** The last Meeting was held on Sunday April 22. Discussions included, Amendments to Zoning by laws, Open meeting law, dreams for the future of Elmore and the Town Plan update. The remaining items of the Town plan were divided up to be written by the next meeting. Next meeting was scheduled for Sunday May 20<sup>th</sup>.

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6. **UPDATE:** DRB – DeVore

**Notes:** Subdivision and Zoning to be discussed at the Planning Commission Meeting on May 20<sup>th</sup>.

7. **UPDATE:** Lake Association – G. Schwartz

**Notes:** The lake association has interviewed individuals for the greeter program and will start the program on Memorial Day Weekend. Two floating loon nests were placed at the south end of the lake by volunteers under the direction of the State Loon expert. This was done in hopes of having a successful breeding season after a couple of years of lost eggs due to high water in the lake.

D. COMPLETED/INACTIVE ITEMS: (Update status)

1. Review Action Item List

**Notes:** The Review Action Item List was reviewed

E. NON AGENDA/OTHER ITEMS:

1. Routine Administrative, Operations items and payment approvals.

**Notes:** The minutes of the prior Select Board Meeting were approved.

F. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED

**Notes:** The Selectboard unanously voted on the following the following item;

- a) Purchase a new Freightliner Dump Truck
- b) Accepted S.E. Martin Construction LLC proposal to make required repairs to Elmore Fire Station

## Road Commissioner Report May 9, 2018

This report covers April 12, thru May 9, 2018.

### Work Completed:

1. Last plow and sand April 20.
2. Most of mud season completed.
3. Grading when possible.
4. Three high wind event with the worst being May 4. Chainsaws and loader used to clear trees.
5. Green up day was very successful. 1600 lbs of garbage, 150 tires. Less than 50 lbs of metal. Thank You to all for helping out.
6. Work with VLCT. insurance regs and mandates.

### Equipment:

1. Switched back to summer mode.
2. Proposals for new tandem truck, specs, prices.
- 3.

### Employee:

1. All is well.

### Upcoming Issues:

1. Municipal roads general permit. Highway dept has several meeting this month for compliance.
2. Truck purchase.
3. Several culverts are on the list to be changed out this spring.

Road Commissioner  
Michel Lacasse