

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Draft

Meeting Date: June 13, 2018

Start Time: 6:30 pm **Adjourn:** 8:15pm

Meeting Attendees: Caroline DeVore – ESB Chairman, Robb Wills – ESB, Glenn Schwartz – ESB, Michel Lacasse– Road Commissioner, Don Valentine – Resident

A. Meeting Minutes Approval:

1. The minutes of the May 9, 2018 Select Board Meeting were approved.

B. NEW ITEMS:

1. **DISCUSSION:** Highway Roads and Bridge Standards: G. Schwartz. Review updated document and sign if approved.

Notes: Elmore had previously adopted the 2013 version of the Road and Bridge Standards. This adoption is to be passed and signed by the Select Board on a yearly Basis. The document was reviewed and signed.

2. **DISCUSSION:** Municipal Roads Grants-in Aid Program. \$7200 grant. G. Schwartz to update board. Review updated document and sign if approved.

Notes: The Invitation to participate in the municipal roads grants-in-aid program was reviewed and signed by the Select Board. This grant would be used to pay for the work that will be required under the general permit. The signed application will now be forwarded to the Municipal Roads Grants-in Aid Program.

3. **DISCUSSION:** Beach Road Grant

Notes: G. Schwartz received a call from Sharon Draper regarding the need to submit the final paperwork in order to receive the final \$10,684.00 for the work performed on Beach Road. Michel will work with Sharon to complete the paperwork. This work was performed in 2016. The paperwork must be sent in by September 1, 2018.

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

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

Notes: See attached Report

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2. **UPDATE:** Truck Purchase – M. Lacasse.

Notes: The town of Elmore took delivery of the 2019 Freightliner Tandem with Viking snow plowing equipment on June 13, 2018. The Town paid \$180,070.00 less the trade-in value of the old truck \$32,500.00 = \$147,570.00. This amount was under the budgeted amount of \$190,000.00

3. **UPDATE:** CVI meeting on June 12 – update.

Notes: The CVI Meeting was held on June 12, 2018. The agenda of this meeting is attached. The minutes of this meeting will be provided at a later date. Chuck Barkley was mentioned as a possible replacement for Kent Shaw. G. Schwartz to ask Chuck to call Bob Burley to discuss.

4. **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: No update was provided.

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

Notes: The Fire Department has moved everything that was required prior to the start of work by SE Martin. In accordance with the terms of the SE Martin contract, a 20% down payment was approved. Brent will be invited to the next Select Board Meeting to discuss the cost for the maintenance of the building.

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

Notes: G. Schwartz met with Megan Wheaton-Book from the Vermont State Archives & Records Administration on May 22nd to discuss what has been on our program so far. Suggestions on how to proceed were provided. G. Schwartz is currently working with Sharon Draper to simplify the process. The current retention time table (1999) that is being used by the Town, is outdated and will be replaced by the new plan.

7. **UPDATE:** Planning Commission – G. Schwartz

Notes: Since the last Select Board Meeting, the Planning commission has met two times (May 20th and June 10th). The town plan is progressing and is almost complete. The following is the current delivery schedule;

June 22, 2018 – finish draft and post public hearing notice
July 22, 2018 – Planning Commission Public Hearing
August 8, 2018 Select Board Approval

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8. **UPDATE:** DRB – DeVore

Notes: A DRB meeting was held at which the Subdivision regulations and Zoning Bylaws were discussed to be combined. The Town currently does not have a fine or fee schedule for violations. The DRB is checking with Stowe to review their fee schedule and working on a town fee schedule/ fines. There are currently two ongoing projects that are in violation.

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

Notes: The greeter program began on May 27th and is operating on weekends only. The program has been very successful so far, with all boaters willing to comply with the inspections. The lake association has also supplied a portable toilet at the boat ramp in an effort to keep the area clean. The Lake Association is looking into possible grants that would improve the private roads in the community and reduce runoff into the lake.

D. COMPLETED/INACTIVE ITEMS: (Update status)

1. Review Action Item List

Notes: The action list was not reviewed at this meeting

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

1. Routine Administrative, Operations items and payment approvals.

F. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED

Road Commissioner Report June 13, 2018

This report covers May 9, thru June 13, 2018.

Work Completed:

1. New stop sign on Tallman road, other minor sign work in progress.
2. Changed out one culvert on Symonds Mill Road, one on Brown Hill road.
3. Cleaned up plowing messes in intersections and turnarounds.
4. Was able to grade and chloride all roads in Mt road area.
5. Black top roads and aprons swept.
6. Working on large culvert headwalls project on Mt road with Town Excavation.

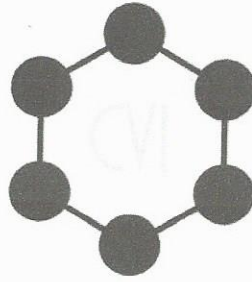
Equipment:

1. Tooki delivery of New truck today. 2019 Freightliner Tandem with viking snow plowing equipment.

Employee's:

1. Both attended river and roads workshops.

Road Commissioner
Michel Lacasse



Central Vermont
INTERNET

June 12, 2018 Governing Board Meeting

Berlin Elementary School Library
372 Paine Turnpike N, Berlin, VT

6:00pm

Agenda:

- 6:00 Meeting call to order
- 6:01 Additions or changes to the agenda
- 6:02 Public comment
- 6:12 Report back about Certificate of Organization
- 6:15 Michael Birnbaum broadband primer presentation
- 6:45 Jeremy Hansen presentation (vision/EC Fiber background)
- 7:15 CVI Rules of Procedure (report back from Bylaw/Policy Committee)
- 7:50 CVI Conflict of Interest Policy (Bylaw/Policy Committee)
- 8:25 Future presentations/connections
- 8:35 Review of back burner/pending items & assignment of committee tasks
- 8:55 Approval of May 8th meeting minutes
- 8:58 Roundtable
- 9:00 Adjourn

Next meeting: July 10th @ 6pm, BES

Back burner/pending:

- Barre Town appointment to Board; Orange Town considering application
- Irv Thomae & Carole Monroe, ECFiber
- Business Development Committee report back
- Internet2 connection
- Rural Broadband Access Loan/Loan Guarantee

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