

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Draft

Meeting Date: July 11, 2018

Start Time: 6:30 pm **Adjourn:** 8:10pm

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

A. Meeting Minutes Approval:

1. The minutes of the June 13, 2018 Select Board Meeting were approved.

B. Special Topics:

1. **DISCUSSION:** Municipal Highway & Storm water Mitigation Program

Notes: This program is intended for fairly large projects and there are federal requirements in place plus a 20% local match. The Deadline for filing is July 13, 2018. The only project that makes sense for Elmore would be the possible design/construction of a salt/sand shed.

This program was appropriated for two fiscal years, FY19 being the second. There is no funding guaranteed after FY19 through the Municipal Highway program. So if the Town is seeking construction funding this may be the year to apply.

A feasibility/scoping study is very likely to be funded. It would provide a lot of useful information for applying for funding in the future. The Transportation Alternatives program will be available in the future though it is limited to \$300K of federal funds. After FY19, if this program is no longer, the Town would likely pursue Transportation Alternatives funds for construction but there may be other options out there as well.

The estimated total study cost is approximately \$20-40k with 20% local contribution which can be Town volunteer and staff time and/or a small contribution to the direct cost of the consultant and LCPC as the project manager. LCPC will charge about 20% of the study cost to be the manager for Federal Highway compliance which is included in the estimated cost of the study.

The grant would pay for engineering. Scoping studies are eligible to review alternatives and determine the preferred concept. Construction funds would be sought in a later fiscal year.

The Select Board unamously decided to submit the application for the grant. If it is approved, another discussion will be had prior to proceeding with any design work.

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C. NEW ITEMS:

1. **DISCUSSION:** Elmore Fire Department Building, repair update and go-forward maintenance and support plan.

Notes: Robb Wills presented a progress report for the repair work being performed at the Fire Department Building. SE Martin is approximately 85% complete with the repairs. Brent Hasking participated in a discussion of sharing the cost with the Town of Elmore and the Fire Department. Development of an agreement between the Town of Elmore and the Fire Department was also discussed.

2. **DISCUSSION:** Cross Road; Question of Town responsibility on CL4 roadway.
Note: A portion of Cross Road, beginning at the intersection of VT Rt. 12 and extending east-southeast from Rt. 12 approximately 0.35 miles, was reclassified to a Class 4 road in 2012. Background provided at meeting from 11/29/2012 review.

Notes: Sonny Hill requested work to be performed on his Class 4 Road. The Select Board agreed to review the Town's responsibility for maintaining Class 4 roads and get back to him.

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

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

Notes: See attached Report

2. **UPDATE:** Efficiency Vermont – Street light replacement program. DeVore

Notes: Efficiency Vermont is waiting on Morrisville Power and Light to provide them with an inventory of the existing lights.

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

Notes: The Plan is 90% complete and has been submitted to the Vermont State Archives & Records Administration for review and comment.

Susan Rousselle will support reviewing files housed in storage and digitize to plan specs. The possible purchase / rental of a high speed scanner was discussed and will be decided at a future SB meeting.

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

Notes: The latest version of the Town Plan was submitted to the Lamoille County Planning Commission and returned with minor comments on 7/3/18. The notice for a public hearing and a copy of the Town Plan are posted on the Elmore website. The Public Meeting to discuss the Plan is scheduled for 5:00pm on 7/26/18. The next Planning Commission Meeting is scheduled for 7/22/18.

The planning commission is also continuing to work on the plan to provide access to Elmore State park for Elmore Residents/Homeowners for the 2019 season. They are trying to get the best price and working on a plan for identification.

5. **UPDATE:** Development Review Board – DeVore

Notes: Caroline provided an update of recent Development Review Board activities. The minutes of these activities are available on the Elmore Website

6. **UPDATE:** Lake Association – Schwartz

The Lake association is continuing fund raising activities to support the cost of the milfoil removal. Since the last meeting they have had a pancake breakfast, craft fair and the first bingo.

The material for the bottom barriers are being delivered and the divers will be here in the next couple of weeks.

The greeter program has been very successful and has inspected close to 200 boats so far this season. All of the boaters have expressed appreciation for this service.

The first baby loon in a few years has been seen on 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 July 11, 2018

Working process or Completed:

1. Ditch work on Hardwood Flats road, culvert inlet and outlet repaired.
2. Cleaned up debris and brush at Town Hall.
3. June 19, high wind event, damage on Brown Hill, Gates Farm road and Eagle ledge.
4. Section of route #1 graded.
5. Work done on Micklin Farm road one lift of gravel entire length ten loads or 140 yds of gravel.
6. Hauled gravel into our stockpile.
7. Started putting up sand pile.
8. K+S tire came and picked up green up day tires 202 tires at a cost of \$1,150.00.

Equipment:

1. Working.

Employee's:

1. All is well.

Upcoming Issues:

1. Roadside tractor and mower due to be here last week of July.
2. Call from LCPC not to start in kind grant town received. Not funded.