

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz  
Status: Approved

**Meeting Date:** August 8, 2018

**Start Time:** 6:30 pm **Adjourn:** 8:13pm

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

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### **A. Meeting Minutes Approval:**

1. The minutes of the July 11, 2018 Select Board Meeting were approved.

### **B. NEW ITEMS:**

1. **DISCUSSION:** Town e-mail and digital document retention server capacity (K. Shaw)

**Notes:** The web hosting and domain name are currently through Go-Daddy at a cost of approximately \$150.00/year. In order to have a system that will allow for retention of emails and allow for storage in the cloud, Ken has looked at a couple of potential options (see attached). In order to make the transition to a new system go smoothly, the Select Board decided to solicit proposals from a minimum of 3 IT Support Companies. The Town currently does not have a contract for these services. G. Schwartz to write an RFP and distribute to the Select Board for review. Main items to be included in the RFP are retention capabilities, email, backup, servicing of equipment and the evaluation of the existing system.

2. **REVIEW:** Town Fuel contracts. Review current contract and options

**Notes:** The Town currently does not have a contract for fuel supply (propane and oil) Robb Wills recently received pricing from Fred's and Bourne's. Rob will continue to research pricing and will present options at the next Select Board Meeting for Board approval.

3. **UPDATE:** Reduction of speed limit on Rt. 12 south. AOT conducted engineering study and declined to extend the 35 MPH limit south beyond Camp Road (letters attached). Petitioners Howell and Cano were notified by the AOT.

**Notes:** C. DeVore to send a draft letter to the Select Board for review prior to sending another letter to the AOT asking for them to reconsider their decision.

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

### C. 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. No update this meeting

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

**Notes:** The Vermont State Archives & Records Administration provided comments on July 23, 2018. G. Schwartz to Review with Sharon Draper and resubmit to the Vermont State Archives & Records Administration for final approval.

4. **UPDATE:** Elmore Fire Department Building, repairs and ongoing maintenance - Wills

**Notes:** R. Wills stated that all of the work has been completed. No action was taken on Development of an agreement between the Town of Elmore and the Fire Department.

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

**Notes:** A public hearing was held by the Planning Commission on July 26, 2018 to review and receive comments on the Town Plan. Those comments were incorporated into the final draft which was distributed to the Select Board for review. A vote to accept the plan is scheduled for the next Select Board Meeting.

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. No update this meeting

6. **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

7. **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 another pancake breakfast an ice cream social and several Bingo's. The divers removed a total of 36 buckets of Milfoil the first week. Each bucket holds approximately 15 gallons per bucket for a total of 540 gallons. They will be back to suction harvest on 8/20/18 and will be here for two weeks.

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

The greeter program continues to be very successful and has inspected close to 500 boats so far this season. All of the boaters have expressed appreciation for this service.

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

1. Review Action Item List

**Notes:** The action list was 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**