

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz  
Status: Approved

**Meeting Date:** September 12, 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

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

1. The minutes of the August 8, 2018 Select Board Meeting were approved.

### **B. ACTIVE ITEMS:**

1. **REVIEW:** RFP for digital client/server services to include email, server backups, document retention, disaster recovery, business continuity, equipment servicing.

**Notes:** G. Schwartz created a request for proposal (RFP) and sent it to the following companies:

- Symquest -Morrisville uses this company. Symquest had questions that were answered this week. Waiting for their proposal.
- Rodney Fillion – Rodney worked for Wards for 26 years and built our existing computers. He is currently working with the town of Hardwick, town of Morgan and town of Wolcott. He provided a price of \$72.00 / hour

2. **UPDATE:** Town Fuel contracts options. Review current contract price and recommendation for new multi-year contract at negotiated rates.

**Notes:** R. Wills requested bid proposal from two local supply companies and received quotes from both. After reviewing the proposals, the Select Board voted to switch suppliers and signed the proposal for Fred’s Energy

3. **DISCUSS:** Possible purchase of a used Case 75 excavator.

**Notes:** M. Lacasse presented information on a used excavator. This machine would be able to perform 90% of the Town’s requirements. After a lengthy discussion, it was determined that this purchase needs to be examined further.

### **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:** Efficiency Vermont – Street light replacement program. DeVore

**Notes:** No update this meeting

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

**Notes:** The Retention plan is complete and has been reviewed by the Vermont State Archives & Records Administration. The plan will be implemented once an IT Service has been determined.

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

**Notes: The following items were discussed**

- The Town Plan is complete and was presented to the Select Board floor review. The Select Board voted to Approve.
- The Long Term ownership / maintenance of the Elmore Dam was discussed. This topic will require further discussion and resolution of the Morrisville Power and light Permit.
- The possibility of looking into the possible purchase of Ted Barnett's land via the LCPC, Stowe Land Trust, Vermont Land Trust or State funding to preserve the land was discussed. The planning commission will be directed to look into this further.
- Municipal Planning Grant status: Disbursement of funds made in September against the 2018 grant. The grant supports LCPC assistance with the revision of Elmore Subdivision Regulations and Town Zoning By-Laws

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

**Notes:** The Development Review Board did not meet since our last meeting. Therefore, there was no update.

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

**Notes:** The Lake association has met their fund raising goals for 2018 to support the cost of the milfoil removal. To date the Divers have installed 30 rolls of bottom mats 7 x 100 = 21,000SF and removed a total of 111 -15 gallon buckets of milfoil = 1,665 gallons total = 233 CF = 8.6 CY. The greeter program has made almost 600 inspections.

7. **Update** - Grant application for the Salt/Sand shed Transportation Alternatives Grant - Schwartz

**Notes:** The Grant application has been submitted. We are currently waiting on approval from the State. If it is not accepted, we can re-apply under the 2019 Grant program.

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### 8. **Update** – Elmore admittance to the State Park - Schwartz

**Notes:** The Planning Commission is continuing to work on this plan. Details still need to be worked out for Elmore residents/taxpayers to gain access to the Elmore State Park. The plan has the Select Board backing and will be voted on once the final details are worked out.

### **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  
September 12, 2018

Work In Progress Or Completed:

1. Sand pile done 3200 yds
2. Culvert headwalls and ditch work to Elmore Knolls complete.
3. Roadside mowing done.

Equipment:

1. Now entire garage interior lighting has been upgraded to LED.

Employee's:

1. All is well

Upcoming Issues:

1. Complete in kind grant work.
2. Signs have been ordered for different locations. Will need to be installed.
3. Several culverts need to be installed or cleaned out.

Road Commissioner  
Michel Lacasse