

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Draft

Meeting Date: September 09, 2020

Start Time: 6:13 pm **Adjourn:** 7:52 pm

Meeting Attendees via electronic means: Caroline DeVore, Robb Wills, Glenn Schwartz, Michel LaCasse, Don Valentine, Richarda Ericson, Steven Libby and Kristen Rose

This meeting was conducted remotely via electronic means

Meeting Minutes Approval:

The minutes of the August 12, 2020 Select Board Meetings were approved.

1. SPECIAL TOPICS:

- a. **UPDATE:** Vermont River Conservancy: Trail from Worcester to Elmore. Richarda Ericson and Steven Libby.

Notes: Richarda Ericson and Steven Libby presented information regarding the Trail from Worcester to Elmore which is currently open. The Conservancy plans on applying for a grant to fund a management plan for maintaining the trail in the future. They also stated that additional work is scheduled for this year including the following items;

- Installation of a handicap accessible compost toilet at the Elmore end of the trail
- Additional benches
- Additional spur trail down to the river
- Additional signage

The Select Board will provide a letter of support for the Vermont River Conservancy for them to use in the pursuit of this additional grant.

- b. **UPDATE:** Permit/New Construction Leahey Road

Notes: The owner of the property submitted an application for a zoning permit that was approved as submitted. However, the approved permit does not meet the setback requirements required by the Town and the foundation has been poured. K. Rose will contact the VCLT to get their recommendations regarding this issue.

- c. **DISCUSSION:** Planning Commission; Municipal Planning Grant; Septic Planning and Design only. 10% match from Elmore Community Trust

Notes: The Planning Commission forwarded information regarding an application for a Municipal Planning Grant. The Grant if approved would be used for the design and permitting of a septic system for the Elmore store. The grant application would be submitted under the Town's name and would require approval by the Select Board.

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Although the Board supports the Elmore Store and hopes for their future success, it was determined that private and municipal business cannot be mixed. The Town cannot be held economically responsible for private property and the precedent that this would set. Therefore, it was determined that the Board will not sign the Grant Application.

2. ACTIVE ITEMS:

a. **UPDATE:** Town Garage: Updates

Notes: Bob Burley has continued to look into the current location of the garage as well as possible relocation for the new construction. M. LaCasse and B. Burley will be going to Milton as they are about to construct a new garage. Milton has some similar constraints to Elmore as they are located very close to Arrowhead Lake. The intent is to meet with their Architect and Engineer. In addition, a trip is also planned to Grand Isle to visit a garage that is currently under construction.

R. Wills reported that he spoke to Baker Builders. The work on the garage door for the existing garage is still scheduled for October. The new door has been ordered and will take 3-4 weeks to arrive. The framing for the door is scheduled to be completed prior to the door arriving. The new door is a 16' commercial door that can be reused in the new garage construction.

b. **DISCUSSION:** Elmore Alt Rep: CV Fiber – Hans de Boer

Notes: Hans de Boer will be replacing Kent Shaw as the Town's alternate representative for CV Fiber.

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

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

Notes: The Road Commissioner reported the following;

- Sand stockpile is complete for the winter season
- Resurfacing is ongoing
- 1400 CY of material has been placed
- Ditch work on Elmore Mountain road has been performed
- Mowing has been done

b. **CONTINUING: Elmore Town Office Closures:** Remain in effect. All persons wishing to conduct business in the Town Clerk's Office or with the Board of Listers must make an appointment. During appointments, all visitors must wear a mask to cover their nose and mouth. Office employees must practice social distancing of 6 feet. If social distancing cannot be practiced, masks must be worn.

Notes: The board decided to continue virtual meeting through October

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4. COMPLETED/INACTIVE ITEMS: (Update status by principle owner)

- a. Review Action Item List

Notes: The action list was not reviewed at this meeting

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

- a. **DISCUSSION:** Check Warrant Report

Notes: The Reports that were supplied by S. Draper were reviewed and accepted. G. Schwartz to sign for the Board.

- b. **DISCUSSION:** MS Office Exchange

Notes: Kent Shaw will assume the role as email/MS Office Exchange Administrator. Kent will handle all Town email issues moving forward.

- c. **DISCUSSION:** Grant to digitize Elmore Towns Land Records.

Notes: S. Draper has applied for a grant to digitize the Town land records. This grant if approved would not require a match by the Town. Ongoing maintenance is already included in the current budget.

6. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED