

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz  
Status: Approved

**Meeting Date:** May 12, 2021

**Start Time:** 5:00 pm **Adjourn:** 8:10 pm

**Meeting Attendees:** Caroline DeVore, Robb Wills, Glenn Schwartz, Michel LaCasse, Don Valentine, and Kate Sprague

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### **Meeting Minutes Approval:**

The minutes of the April 14, 2021 Select Board Meetings were approved

### **1. SPECIAL TOPICS:**

- a. **UPDATE:** Elmore 5k Road Race – Labor Day 2021 (Kate Sprague)

**Notes:** Kate Sprague Chair of the Elmore Planning Commission stated the Town will hold the annual 5K Race on Saturday September 4<sup>th</sup>. Unfortunately it does not appear that any grants will be available this year due to COVID. However the Town has a surplus of approximately \$1,100.00 from the last race. Kate requested \$2,000.00 from the Town to help sponsor the race. It is hoped that most if not all of this money will be recouped by registration fee. The Select Board voted to approve this request.

- b. **DISCUSSION:** Public safety investments and requirements

**Notes:** As a follow-up to our last meeting regarding the Lamoille County Sheriff's Department, R. Wills contacted the Vermont State Police. This inquiry was made in an effort to find out how many calls the State Police respond to in Elmore, how long it takes them to respond and how long they were here. This is part of the Select Boards effort to identify possible gaps in coverage and to maximize efficiency and visibility of the Lamoille County Sherriff's Department.

- c. **DISCUSSION:** Clean up and maintenance: Town Hall yard

**Notes:** G. Schwartz spoke to the Elmore Lake Association and they will procure a trailer for storing/moving the mats and rebar within the next two weeks. The other material behind the Town Hall does not belong to the Lake Association and will be removed by others.

### **2. ACTIVE ITEMS:**

- a. **UPDATE:** Elmore Highway Maintenance Facility

**Notes:** As a result of the Site Criteria and Rating matrix that has been used for site ranking, the number of potential sites has been reduced to approximately 10. As the Select Board closes in on the best site for the Highway Maintenance Facility, R. Wills checked with DeWolfe to see if they can evaluate and determine if a site will be suitable for construction. DeWolfe will provide a proposal and price to perform this function. DeWolfe also suggested that

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we hire an architect. M. LaCasse stated that he would reach out to other Towns that have recently built a garage to get the names of several architects. It is hoped that a firm that is familiar with this type of project will save the Town time and money.

b. **UPDATE:** Clerk's office maintenance

**Notes:** Baker Builder is hoping to begin the soffit and fascia work next week or the week after. The shutter work is currently on hold as the fabrication of these special order sizes has ceased for now. Louis Marineau Painting is scheduled to follow with painting and pressure washing.

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

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

**Notes:** The Road Commissioner reported the following;

- Mud season this year has been very long and is not yet complete.
- All of the on hand supplies of gravel has been used to repair mud season roads. Additional material will be procured as necessary as the quarries have opened 2 weeks early.
- Grading has been completed on the major roads and they are now starting to get the side roads.
- The last snow plowing event was April 23, 2021.
- The Town is complete with FEMA. Federal Money received to date is \$34,000.00 with an additional payment of \$3,000.00 expected. The State payment due is 7-1/2%
- M. LaCasse will be working with Rob Moore for Grant in Aide funding for ditching and to fund the Beach Road Culvert replacement.
- Greenup day was held on May 1, 2021. The Town collected 5-6 thousand pounds of trash, 25 tires and 1000 LBS of metal.
- A brief conversation was held regarding conversion of privately improved Class 4 roads was discussed. No further discussion or action required at this time.

b. **CONTINUING:** Elmore Town Office Closures: Remain in effect. All person's 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 Select Board Meeting will meet in person at the next monthly meeting and Zoom will be made available to those who cannot or are unwilling to meet in person.

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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 Check Warrant Reports that were supplied by S. Draper were reviewed and accepted by the Select Board. With comments.

#### 6. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED

The Select Board opened the regularly scheduled meeting at 5:00PM and voted to enter into Executive Session. During this executive session, the SB discussed and viewed a potential property for the Highway Maintenance Facility. The executive session ended at 6:09 when the regular agenda items were discussed.