

TOWN OF ELMORE, VT
Meeting of the Elmore Select Board

Meeting Date: Wednesday, February 14, 2018 at 6:30pm

Agenda Version Number: V1.0

Agenda Status: Draft

Meeting Type: Regular Monthly

ESB Members: Bob Burley – Chairman, Robb Wills, Caroline DeVore

Elmore Road Commissioner: Michel Lacasse

NOTE: SELECTBOARD MAY ENTER EXECUTIVE OR DELIBERATIVE SESSION(S)

A. SPECIAL TOPICS:

1. **TRANSITION - DISCUSSION:** Review items on action item list that require transition. Mr. Burley to provide status including current actions, recommended next steps and primary contacts. Active items include subdivision regulations and energy plan. Review inactive items that may come back on the agenda (Eagle Ledge, Lake Elmore Dam ownership, Sale of Atlas/Meyer). Provide documentation and actions that were part of inactive items.
2. **DISCUSSION:** Truck failure 2/12/18 – 2006 International. Towed to Jericho, expected out of commission two weeks.

B. NEW ITEMS:

1. **REVIEW:** Calendar of Town of Elmore actions that require SB contribution, review or approval. (e.g., appointment of board members, setting of tax rate, budget setting, employee reviews, annual road inventory/review, water system annual report, annual FEMA or other, materials pricing/contracts, fuel contracts/purchases for town, etc.)
2. **DISCUSSION:** Build SOP for primary contact on board by topic area and notification process to other members. Example: Town Buildings, Town Roads, Town Equipment, Lake Association, etc. Objective to assign a primary and secondary point of contact for each area with process for updating others until next warned meeting. When to use email, text, phone, etc to provide updates.
3. **UPDATE:** Complaint received about town plowing and mailbox damage. Action: Caroline spoke with home owner and discussed possible mid-winter cures. Action: Define ROW parameters or socialize Winter Policies via website.

C. CONTINUING ACTIVE ITEMS: (Update status by primary

1. **UPDATE:** Road Commissioner's Report – Lacasse
2. **UPDATE:** EPC
 - a. Subdivision bylaw
 - b. Energy plan update
3. **UPDATE:** DRB staffing update. Jay Kennedy appointment complete – onboarding complete.
4. **UPDATE:** VT Open Meeting Law training. Onsite (\$415). So far 9 board members in Elmore have committed to attending a meeting is arranged. Looks like a Wednesday evening 6-8pm will be optimal for all. Invite extended to Morrisville to join forces and even share expenses.
5. **UPDATE:** Letter received from Elinor Peter re: Milfoil Removal from Lake. Email forwarded to all by Bob.