

TOWN OF ELMORE, VT

Meeting of the Elmore Select Board

Meeting Date: **Wednesday, December 11, 2019 at 6:00pm**
Agenda Version Number: **V1.0** Agenda Status: **Draft**

Meeting Type: **Regular**

ESB Members: **Caroline DeVore-Chair, Robb Wills, Glenn Schwartz-Clerk**
Elmore Road Commissioner: **Michel Lacasse**

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

A. Agenda: *Requester should be the same individual as the presenter.
 *3rd party or representative presentations are discouraged.
 *Request agenda slot to Select Board - minimum 1 week prior

B. Time Allocations:

	ITEM TYPE	1 st Speaker	Next Speaker	Max total time
1.	Special Topics	Assigned by Select Board		Set by SB
2.	New	5 Min	2 Min ea.	10 Min total
3.	Active	5 Min	2 Min ea.	10 Min total
4.	Completed	2 Min	1 Min ea.	5 Min total
5.	Non-Agenda	5 Min	2 Min ea.	10 Min total

CALL TO ORDER: Caroline DeVore, Chairman

Review and approval of previous month's meeting minutes October 2019.

1. SPECIAL TOPICS:

2. ACTIVE ITEMS:

- a. **REVIEW:** Town Garage: Feasibility study discussion/review.
- b. **DISCUSSION:** Public Meeting for Zoning/Subdivision bylaw changes. 1/2/20; Warn SB Hearing; Hold SB Hearing; SB Vote – Dates TBD.
- c. **DISCUSSION:** Public Meeting and warnings for Town Charter (1% room tax); tax applies to short-term stays.
- d. **DISCUSSION:** Town contractor approvals. Review workflow for RACI (responsible, accountable, consulted, informed).
- e. **UPDATE:** Fire Department submission of budget for SB review.

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

- a) **UPDATE:** Road Commissioner's Report – Lacasse
- b) **UPDATE:** Alario document retention project - DeVore

D. COMPLETED/INACTIVE ITEMS: (Update status)

1. Review Action Item List

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

1. Routine Administrative, Operations items and payment approvals.

F. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED