

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Approved

Meeting Date: August 8, 2018

Start Time: 6:30 pm **Adjourn:** 8:13pm

Meeting Attendees: Caroline DeVore – ESB Chairman, Robb Wills – ESB, Glenn Schwartz – ESB, Michel Lacasse– Road Commissioner, Don Valentine – Resident, Kent Shaw – Webmaster

A. Meeting Minutes Approval:

1. The minutes of the July 11, 2018 Select Board Meeting were approved.

B. NEW ITEMS:

1. **DISCUSSION:** Town e-mail and digital document retention server capacity (K. Shaw)

Notes: The web hosting and domain name are currently through Go-Daddy at a cost of approximately \$150.00/year. In order to have a system that will allow for retention of emails and allow for storage in the cloud, Ken has looked at a couple of potential options (see attached). In order to make the transition to a new system go smoothly, the Select Board decided to solicit proposals from a minimum of 3 IT Support Companies. The Town currently does not have a contract for these services. G. Schwartz to write an RFP and distribute to the Select Board for review. Main items to be included in the RFP are retention capabilities, email, backup, servicing of equipment and the evaluation of the existing system.

2. **REVIEW:** Town Fuel contracts. Review current contract and options

Notes: The Town currently does not have a contract for fuel supply (propane and oil) Robb Wills recently received pricing from Fred's and Bourne's. Rob will continue to research pricing and will present options at the next Select Board Meeting for Board approval.

3. **UPDATE:** Reduction of speed limit on Rt. 12 south. AOT conducted engineering study and declined to extend the 35 MPH limit south beyond Camp Road (letters attached). Petitioners Howell and Cano were notified by the AOT.

Notes: C. DeVore to send a draft letter to the Select Board for review prior to sending another letter to the AOT asking for them to reconsider their decision.

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

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

Notes: See attached Report

2. **UPDATE:** Efficiency Vermont – Street light replacement program. DeVore

Notes: Efficiency Vermont is waiting on Morrisville Power and Light to provide them with an inventory of the existing lights. No update this meeting

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

Notes: The Vermont State Archives & Records Administration provided comments on July 23, 2018. G. Schwartz to Review with Sharon Draper and resubmit to the Vermont State Archives & Records Administration for final approval.

4. **UPDATE:** Elmore Fire Department Building, repairs and ongoing maintenance - Wills

Notes: R. Wills stated that all of the work has been completed. No action was taken on Development of an agreement between the Town of Elmore and the Fire Department.

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

Notes: A public hearing was held by the Planning Commission on July 26, 2018 to review and receive comments on the Town Plan. Those comments were incorporated into the final draft which was distributed to the Select Board for review. A vote to accept the plan is scheduled for the next Select Board Meeting.

The planning commission is also continuing to work on the plan to provide access to Elmore State park for Elmore Residents/Homeowners for the 2019 season. They are trying to get the best price and working on a plan for identification. No update this meeting

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

Notes: Caroline provided an update of recent Development Review Board activities. The minutes of these activities are available on the Elmore Website

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

The Lake association is continuing fund raising activities to support the cost of the milfoil removal. Since the last meeting they have had another pancake breakfast an ice cream social and several Bingo's. The divers removed a total of 36 buckets of Milfoil the first week. Each bucket holds approximately 15 gallons per bucket for a total of 540 gallons. They will be back to suction harvest on 8/20/18 and will be here for two weeks.

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The greeter program continues to be very successful and has inspected close to 500 boats so far this season. All of the boaters have expressed appreciation for this service.

D. COMPLETED/INACTIVE ITEMS: (Update status)

1. Review Action Item List

Notes: The action list was 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

Elmore Email Summary

Gmail for Business

Basic Plan:

\$5.00 per month per user (\$60.00 per year per user)

Not archived

Google Vault

Archives email, documents, chats

\$5.00 per user per month per user additional

Pricing

Email: $\$5.00 * 12 * 7 = \420

Vault: $\$5.00 * 12 * 7 = \420

Per year: \$840.00 for 7 users

Three-year total: \$2,520.00

Business Plan:

\$10.00 per month per user

Includes data archiving

Office365 (GoDaddy)

\$700 migration

\$2900 for three years for 7 users

Three-year total: \$3,600.00

Includes one professional account so Office365 is included for one user (Sharon?)

GoDaddy offers various promotions. For instance, if we did this now, GoDaddy will waive the migration cost, so the three-year total for 7 users would be \$2,900.00.

Road Commissioner Report
August 8, 2018

Work in Progress or Completed.

1. Half of the sand pile hauled in.
2. Limited grading due to very dry conditions and chloride availability
3. Road side mowing will be completed by end of week.

Equipment:

1. New led lighting installed in back bays of town garage by Steve Kirby.

Employee's:

1. Attend watershed management workshop.
2. Marked out proposed locations on Mt road for grant in kind work.

Upcoming Issues:

1. L.C.P.C to give written approval and start date on grant in kind work. Hope to be working from Bedell Brook to Morristown line. Ditching and culvert work.
2. Four large culvert change outs on Mt road will hopefully happen this fall as paper work on grant has been properly corrected.



State of Vermont
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2178 Airport Road Suite A
Barre VT 05641
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[phone] 802-477-3251
[fax] 802- -
[ttd] 800-253-0191

Agency of Transportation

May 21, 2018

Sharon Draper
Elmore Select Board
PO Box 123
Lake Elmore VT 05657

RE: Speed limit reduction request, VT 12 Elmore

Dear Ms. Draper:

This letter is in response to your November 9, 2017 request to reduce the speed limit on VT 12 in Elmore from the cemetery to State Park Rd.

At its May 15, 2018 meeting, the Vermont Traffic Committee voted to retain the existing speed limits. As stated in my April 23, 2018 letter to you, the Traffic Operations section will install a brown parking symbol with a "boat access" plaque, and arrows pointing to southerly intersection with Camp Rd, and upgrade the first 35 mph sign in the southbound direction to a larger more visible sign.

If the town would like to increase compliance with the existing 35 mph speed limit zone, radar speed feedback signs (RSFS) are fairly effective at a far lower cost than full time law enforcement. The town could consider either using speed carts, or could install permanently mounted RSFS at existing speed limit sign locations under a VTrans permit to work in the state highway right of way. There is additional information on the VTrans website (www.vtrans.vermont.gov), if you search using "radar" as your key word.

Please do not hesitate to contact me at (802) 477-3251 or at amy.gamble@vermont.gov if you have any questions or require additional information.

Sincerely,

Amy L. Gamble, PE
Traffic Operations Engineer

cc: David Blackmore, DTA, AOT District 8 (via e-mail: david.blackmore@vermont.gov)
Tasha Wallis, LCPC (via e-mail: tasha@LCPCVT.org)





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April 23, 2018

Sharon Draper
Elmore Select Board
PO Box 123
Lake Elmore VT 05657

RE: Speed limit reduction request, VT 12 Elmore

Dear Ms. Draper:

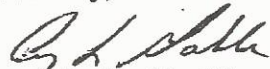
This letter is in response to your November 9, 2017 request to reduce the speed limit on VT 12 in Elmore from the cemetery to State Park Rd. We have conducted an engineering study. Multiple speed studies were done. Within the 50 mph zone the 85th percentile speed of free flowing traffic was 55-56 mph. Within the village 35 mph speed zone the 85th percentile speed of free flowing traffic was 40-47 mph.

The 1.8 mile study area is considered a high crash location (HCL) due to the number of crashes in the past 5 years, although half of the crashes were considered "non-reportable" (< \$3,000 dollars worth of damage). There was only one crash reported in the vicinity of the southerly intersection of VT 12 and Camp Road, a single vehicle crash where the driver was traveling "too fast for conditions" in winter conditions.

We do not recommend a reduction in the speed limit at this time. We will install a brown parking symbol with a "boat access" plaque, and arrows pointing to southerly intersection with Camp Rd. Also, the first 35 mph sign in the southbound direction is not upsized per VTrans standard. The sign will be replaced with an upsized sign. We will forward this recommendation to the Vermont Traffic Committee, who makes the final decision. This topic will be on the agenda of the next Traffic Committee meeting on Tuesday, May 15, 2018 at 1:00 pm in the VTrans Board Room on the 5th floor of the National Life Building in Montpelier. Please attend if you wish to present testimony on behalf of the town. If you or members of the public are unable to attend but would still like to participate, please let me know and we can arrange a telephone connection. We encourage the town to notify local stakeholders of the opportunity to participate in this meeting.

Please do not hesitate to contact me at (802) 477-3251 or at amy.gamble@vermont.gov if you have any questions or require additional information.

Sincerely,


Amy L. Gamble, PE
Traffic Operations Engineer

cc: David Blackmore, DTA, AOT District 8 (via e-mail: david.blackmore@vermont.gov)
Tasha Wallis, LCPC (via e-mail: tasha@LCPCVT.org)



