

# TOWN OF ELMORE, VT

## Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz  
Status: Approved

Meeting Date: July 8, 2020

Start Time: 6:03 pm Adjourn: 7:22 pm

Meeting Attendees via electronic means: Caroline Devore, Robb Wills, Glenn Schwartz,  
Michel LaCasse, Don Valentine

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This meeting was conducted remotely via electronic means

### Meeting Minutes Approval:

The minutes of the June 10, 2020 Select Board Meetings were approved.

### 1. SPECIAL TOPICS:

- a. **DISCUSSION:** Elmore Town Office Closures: Remain in effect. Check the Elmore Town Website for updates. When offices reopen, all visitors to the offices must wear a mask to cover their nose and mouth at all times while in the offices. Office employees must practice social distancing of 6 feet. If social distancing cannot be practiced, masks must be worn.

**Notes:** The Elmore Selectboard determined that all town buildings including the Town Offices and Town Hall will remain closed to the public. The Town office closure was extended until August 12– this date may be extended by the Elmore Select Board based on state guidance. Check the Elmore Town Website for updates. The Town Clerk is available during normal work hours via phone to answer any questions. Access will continue by appointment only. When offices reopen, all visitors to the offices must wear a mask to cover their nose and mouth at all times while in the offices. Office employees must practice social distancing of 6 feet. If social distancing cannot be practiced, masks must be worn.

- b. **DISCUSSION:** Resuming DRB meetings. DRB Chair and Elmore ZA to present plan for resuming hearings with social distancing restrictions in place.  
Note: Town Boards (SB, EPC) are meeting virtually. When board meetings resume their normal in-person schedules, all members must practice social distancing. Board meetings may still be held electronically.

**Notes:** All Elmore boards are required to meet via phone/electronic meetings that are warned conforming to state guidance for public meetings. The DRB will be able to hold hearings electronically. Boards may not use the Town Offices for board meetings. All meetings must be held electronically, allowing for materials review in person, by appointment only, at the Town Offices during normal hours. C. Devore to look into purchasing a Zoom type product for all to use.

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### 2. ACTIVE ITEMS:

- a. **DISCUSSION:** Town Garage: Updates including funding options

**Notes:** Rob Moore of the LCPC has prepared an RFQ. The possibility of outsourcing the project management of this project was discussed. R. Wills to discuss this with Bob Burley to see if he is available to manage this project. R. Will was given the authority to bring Bob Burley on Board.

- b. **DISCUSSION:** Town Garage – Garage door repairs

**Notes:** Due to the condition of the existing garage door and the front of the existing building R. Wills contacted Baker Builders. Baker supplied the attached estimate that was reviewed by the select board. Since the existing conditions were found to be unsafe and the fact that the existing structure will remain in use for approximately 2 more years, The Select Board unanimously voted to proceed with the repairs. The new garage door should be able to be reused in the new garage construction. Repairs are expected to be completed by the end of October.

- c. **UPDATE:** Eagle Ledge Trail

**Notes:** The concern of the increased use of the Eagle Ledge Trail/Shepard Hill Trail by ATV's and dirt bikes was discussed. C. DeVore spoke to Ted Lamb (Select Board Chair for Worchester). He stated that the Worchester Board voted to move forward with using this trail for ATV'S. C. DeVore also spoke to Gary Nolen of Vasa and VLCT. VASA is not planning on adding this trail to the state map. VLCT stated that we cannot place barriers. Since this is a trail we are allowed to place signage and an unlocked gate. VASA would provide the signage and enforcement would be by Vermont Fish and Wildlife. C. Devore to contact Jill Lindenmeyr to see if there is any change in traffic.

- d. **DISCUSSION:** Town Hall Roof; standing seam metal panel replacement (6 panels)

**Notes:** R. Wills signed the work order with Iron Horse and asked Sharon Draper to send in the required deposit. The work is scheduled to be performed in the August/September timeframe.

- e. **UPDATE:** Passage of 1% Local Option Tax

**Notes:** With the support of Dave Yacovone, Avram Patt and Senator Richard Westman, the 1% Local Option Tax Bill has passed the House, Senate and has been signed by the governor. The Town vote that occurred on March 3, 2020 was the vote to adopt the governance charter language **not** to adopt the local option tax itself. The charter, now adopted, enables the town to adopt this local option tax via the Selectboard resolution and Australian ballot town vote. The Select Board decided that this vote would take place on Town Meeting Day next year.

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

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

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

- Road grading as needed
- Worked on ditches along Elmore Mountain Road
- 2013 Freightliner is still out for service. Dump Body being repaired
- Self-performed repairs to the backhoe
- Working on submitting paperwork to FEMA for reimbursement

### 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:** Elmore Cemetery Commission

**Notes:** Two members recently resigned from the Elmore Cemetery Commission. M. Lacasse to look into possible replacements. The Select Board is able to appoint mid-term members.

- b. **DISCUSSION:** Tax Collection

**Notes:** The collection of delinquent taxes was discussed. This topic will be discussed in more detail at a future SB Meeting.

- c. **DISCUSSION:** RiseVT – Lamoille County Grants

**Notes:** G. Schwartz reported that the Town received two grants for \$1,500 each. The grants will provide the Town with yoga classes (every Wednesday 8:00am – 9:00am during the months of June/July and August) and State Park passes. Both of these programs are provided at no cost to Elmore residents and homeowners.

- d. **DISCUSSION:** Meeting to discuss the setting of the 2020 Tax rates

**Notes:** A meeting was setup for 6:15 Wednesday July 15, 2020. G. Schwartz to confirm that S. Draper is available.

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e. **DISCUSSION:** Check Warrant Report

**Notes:** The Check Warrant Report supplied by S. Draper was reviewed and approved.  
G. Schwartz to sign and approve the copies on Thursday

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



ESTIMATE NEW WALL & OVERHEAD DOOR ELMORE TOWN  
GARAGE 7/7/20

LABOR TO FRAME NEW 2X6 WALL 5 MEN 1 DAY	1800.00
LABOR TO DEMO EX. OHD 5 MEN 3 HRS EA	675.00
ESTIMATED COST FRAMING MATS/ LVLS	650.00
ESTIMATED 700 SQ FT SHEETROCK HUNG	1050.00
EST 700 SQ FT TAPED	875.00
EST 700 SQ FT PAINTED 3 COATS	875.00
ESTIMATE CHAMPLAIN DOOR [16X12'7"]	3445.00
DISPOSAL FEES	200.00
G/C 10% PROFIT/OVERHEAD MATS & SUBS	409.00

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ESTIMATE TOTAL 9,979.00