

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Approved

Meeting Date: October 13, 2021

Start Time: 6:00 pm **Adjourn:** 7:40 pm

Meeting Attendees: See Attendance Sheet. Dave Yacovone, Seth Jensen and Katie Buckley attendee via Zoom.

Meeting Minutes Approval:

The minutes of the **September 22, 2021** Select Board Meetings were approved

1. SPECIAL TOPICS:

- a. **UPDATE:** American Rescue Plan Act | VLCT Presentation - Katie Buckley presenting

Notes: Katie Buckley from VLCT provided a presentation (copy attached) to explain the ARPA funding from the Federal Government.

- b. **DISCUSSION:** Elmore highway maintenance facility; temp bldg.; engineering eval status; discussion with Elmore/Lamoille County state representatives; review project; discuss site options

Notes:

- Timeline of the Elmore Highway Maintenance Facility that was prepared by R. Wills was reviewed (copy attached)
- G. Schwartz stated that the temporary building was released for fabrication and would be available for installation in the spring of 2022.
- G. Schwartz has been working with Cross Construction Consultants to review the 3 properties currently under consideration by the Board. Work began on 10/6/21
- Elmore/Lamoille County state representatives were informed as to the status of the Elmore State Park Property. The Select Board stated that they need legislative leadership support and advice as to achieving a realistic approval time from the State Legislature.
- Elmore/Lamoille County state representatives stated that the legislature will help facilitate with the Land Management Division within Forest and Parks. They requested that the Town provide a one page document that will clearly outline what we are looking for and shows that the land swap this is a fair deal to the state. In addition they would like the name of the Town representative that will be speaking for the town. Seth Jensen from the LCPC volunteered to assist in preparing this document. R. Burley stated that in addition to the land, cash supplied by the Town may be required.
- The process would involve approval by the State parks > State Legislature > Governor of Vermont Signature and the possible federal approval in Washington.
- Elmore/Lamoille County state representatives agreed to assist in setting up a meeting with Becca Washburn and Susan Bulmer from the state parks and the Town of Elmore.
- A motion was made by C. DeVore and the Select Board came back from executive session to appoint G. Schwartz to have full authority to represent the town in the park negotiations. The motion was seconded by R. Wills

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- c. **UPDATE:** Petition to withdraw from LSUU submitted to Elmore – December 7th is target date for joint vote with Morrisville.

Notes:

- A petition was received regarding Elmore's withdraw from LSUU
- The 100 day clock has started to hold an election
- The Select Board decided to hold the Election on Tuesday December 7, 2021 and the informational meeting will be scheduled for 6:00 PM on November 30, 2021.
- S. Draper as our election official is to warn these dates.
- A ballot with return postage will be sent to all Elmore registered voters.
- The Board also agreed to include the vote to approve or deny Stowe's departure from the LSUU on the same Ballot thus reducing the cost of holding two separate elections.
- Based on the letter delivered to The Town of Elmore from The Vermont Secretary of State's office dated May 28, 2021, which verified Stowe's vote to leave the merged district, Elmore and Morristoryn are required to hold a vote on the same day
- C. DeVore to reach out to Bob Beeman (Morrisville Select Board Chair) to inform him of our decision to include Stowe's departure from the LSUU on our ballot and have Morrisville hold their election on the same day.
- S. Draper to reach out to Sara Haskins (Morrisville Town Clerk) to inform her of our decision to include Stowe's departure from the LSUU on our ballot and have Morrisville hold their election on the same day

2. ACTIVE ITEMS:

- a. **DISCUSSION:** Appointment of 2 members to the REMC (formally the LEPC). EMD and 1 additional.

Notes: The following were appointed by the Select Board

- Caroline DeVore – EMD
- Brent Hosking – Fire Chief
- G. Schwartz to notify Alec Jones from LCPC via email

- b. **UPDATE:** Town Zoning ByLaws – Legal action status

Notes: C. DeVore has been coordinating with the Towns attorney and Seth Jensen

- c. **UPDATE:** Any update on placement of permanent speed warning signs/installation?

Notes: No update to report

- d. **UPDATE:** Applications for Road Crew town employee

Notes: To date there has been no response to the ads that have been in the newspaper and Front Porch Forum. . S. Draper to continue running the ad. M. Lacasse to continue to ask around to see if anyone is interested.

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e. **UPDATE:** Wake boat petition on Lake Elmore

Notes: G. Schwartz presented information regarding the proposed statewide petition that is being generated to limit the use of wake boats on smaller lakes. The following petition proposed rule is to be added to Section 3 of "Use of Public Waters in Vermont" (Vt Rules -2016)

Use of wake boats for wakeboarding and wakesurfing is permitted only in wake sport zones where all the following conditions are met:

- 1) *The distance from shore is greater than 1000 feet*
- 2) *The depth is greater than 20 feet*
- 3) *The area of the region satisfying 1) and 2) is more than 30 contiguous acres*
- 4) *For water bodies where no regions exist that satisfy all three conditions, wake boats are prohibited.*

The Select Board unamously voted to support this petition and a letter of support was signed by C. DeVore

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

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

Notes:

- Beach Road Grant work is complete. Paperwork still needs to be submitted.
- Started to winterize equipment

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 were not available to be reviewed at this meeting. Authority was given to G. Schwartz to sign off for the Board. Check warrant to be sent to the Select Board via email from S. Draper for review and comment.

6. EXECUTIVE OR DELIBERATIVE SESSION AS NEEDED

Notes: The Select Board voted to enter Executive Session at 7:40 pm
No Minutes were taken during this session. Executive Session ended at 8:20 pm

ARPA Funding: What is it and how can it be used?



October 13, 2021 - Town of Elmore

We will cover:

- Background on ARPA funding
- Vermont's Share of funding
- Timeline
- What you can and cannot spend ARPA funding on
- Overview of reporting
- Role of VLCT and your RPC



American Rescue Plan Act

- American Rescue Plan Act (ARPA) – \$1.9 trillion stimulus package signed into law March 11, 2021
- Purpose – Combat the COVID-19 pandemic, including health and economic impacts
- \$350 billion for eligible state, local, territorial and Tribal governments through the Coronavirus State and Local Fiscal Recovery Funds
- The money will be distributed through the U.S. Department of the Treasury
- It is subject to the requirements specified in the [Interim Final Rule](#) adopted by Treasury on May 10, 2021
- There is no timeline yet for when the Final Rule will be issued

American Rescue Plan Act

Coronavirus State and Local Fiscal Recovery Fund

Vermont's Share

• State of Vermont	\$1,049,287,303
• Counties*	\$121,202,550
• Metro Cities	\$20,721,902
• Non-Entitlement Units of Government (NEUs)	\$58,788,245

TOTAL ARPA State and Local Funds: \$1,250,000,000

*County money has been reallocated to municipalities

American Rescue Plan Act Coronavirus State and Local Fiscal Recovery Fund

Elmore's Total ARPA Funds: **\$257,973.16**

- Local = **\$90,345.53**
 - 1st Payment = \$45,172.77 (August 2021)
 - 2nd Payment = \$45,172.76 (August 2022)
- County = **\$167,627.63**
 - 1st Payment = \$83,813.81 (September 2021)
 - 2nd Payment = \$83,813.82 (September 2022)

American Rescue Plan Act

Coronavirus State and Local Fiscal Recovery Fund

Timeline

- 1st payment (local and county) August 2021
- 2nd payment (local and county) summer 2022
- All funds must be **obligated** by December 31, 2024
- All funds must be **expended** by December 31, 2026
- Any funds not spent by December 31, 2026 must be returned to Treasury

You have time to be:

Patient

Deliberate

Strategic



Planning Framework for Maximum Impact and Best Use of Municipal ARPA Funds



Vermont League
of Cities & Towns

1. PRIORITIZE GOOD GOVERNANCE

- Convene all Stakeholders & Build Consensus
- Follow Allowable Uses Under ARPA
- Meet all Accounting & Reporting Rules
- Comply w/ all Local & State Laws/Ordinances
- Ensure Transparency Throughout
- Do Not Create Future Budget Deficits

2. LEVERAGE YOUR ARPA AID

- Use a Thoughtful Strategic Planning Process
- Leverage w/ ARPA, FEMA & Other \$ Fed Sources
- Coordinate w/ Other State & Local Programs
- Collaborate w/ Community Partners & Orgs
- Use Existing Delivery Systems for Efficiency
- Don't Reinvent the Wheel: Learn from Others

3. INVEST IN BEST USES FOR LONG-TERM RECOVERY

- Invest in Urgent Health and Economic Needs
- Prioritize Short-Term Investments w/ Lasting Benefits
- ID and Address Pre-COVID Inhibitors to Growth
- Move Quickly to Stimulate a Faster Recovery
- Measure Progress Throughout to Inform Ongoing Plans

Treasury Guidance

What You CAN Spend \$ On

1. **Pandemic Response**: To respond to the public health emergency or its negative economic impacts, including assistance to households, small businesses, and nonprofits, or aid to impacted industries such as tourism, travel, and hospitality;
2. **Premium Pay to Eligible Workers**: To respond to workers performing essential work during the COVID-19 public health emergency by providing premium pay to eligible workers;
3. **Lost Revenue**: For the provision of government services to the extent of the reduction in revenue due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year prior to the emergency; and
4. **Water, Sewer, and Broadband Infrastructure**: To make necessary investments in water, sewer, or broadband infrastructure.

What You CAN Spend \$ On:

1) Pandemic Response (Public Health)

- COVID-19 Mitigation and Prevention
- Medical Expenses
- Behavioral Health Care Including Addiction Treatment
- Public Health and Public Safety Employees
- Data, Design, and Execution of Health Programs
- Health Disparities
- Survivors Benefits

What You CAN Spend \$ On:

1) Pandemic Response (Economic Impact)

- Grants and Loans to Impacted Businesses and Non-Profits
- Housing Assistance
- Direct Cash and Loan Interventions to Impacted Individuals

PLUS...if supporting low income or minority populations impacted by the pandemic (and if you document this goal and impact)...

- Childcare and Education
- Housing and Community Development
- And more...

What You CAN Spend \$ On:

2) Premium Pay

Provide **premium pay to eligible workers performing essential work** during the COVID-19 public health emergency or to **provide grants to third-party employers with eligible workers** performing essential work.

- Essential workers are those in critical infrastructure sectors who regularly perform **in-person work**, interact with others at work, or physically handle items handled by others.
- Essential workers include:
 - Staff at nursing homes, hospitals, and home care settings;
 - Workers at farms, food production facilities, grocery stores, and restaurants;
 - Janitors and sanitation workers;
 - Truck drivers, transit staff, and warehouse workers;
 - Public health and safety staff;
 - Childcare workers, educators, and other school staff; and
 - Social service and human services staff.

What You CAN Spend \$ On:

3) Lost Revenue

For the **provision of government services** to the extent of the reduction in revenue of such municipality due to the COVID–19 public health emergency relative to revenues collected in the most recent full fiscal year of the municipality prior to the emergency.

- Treasury provides a specific formula for calculating loss in the Interim Final Rule:

$$\text{Max } \{ [\text{Base Year Revenue} * (1 + \text{Growth Adjustment})^{\left(\frac{n_t}{12}\right)}] - \text{Actual General Revenue}_t ; 0 \}$$

- Cities, towns, and villages will calculate the loss based on what could have been expected to occur in absence of the pandemic.
- To determine the what would have happened in absence of the pandemic, cities, towns, and villages, will use a **predetermined growth rate of 4.1%** or the average annual growth rate over the three full fiscal years prior to the pandemic, whichever is greater.

What You CAN Spend \$ On:

4) Water, Sewer, and Broadband Infrastructure

Water and Sewer:

- Projects eligible under the [Clean Water State Revolving Fund](#)
 - Construct, improve, and repair wastewater treatment systems; decentralized wastewater treatment systems; nonpoint source pollution management; green infrastructure; stormwater and subsurface drainage; water conservation, efficiency and reuse; protect waterbodies from pollution; technical assistance
- Projects eligible under the [Drinking Water State Revolving Fund](#)
 - Build or upgrade facilities to improve water quality; transmission, distribution, and storage systems; consolidation or establishment of drinking water systems; lead line replacement; technical assistance

What You CAN Spend \$ On:

4) Water, Sewer, and Broadband Infrastructure

Broadband:

- Eligible broadband projects **must**:
 - “Be designed to provide service...to unserved and underserved households and businesses.”
 - Unserved and underserved = lacking access at least 25/3 Mbps wireline service
 - Specific service areas and locations may be defined by community
 - Provide service that "reliably meets or exceeds symmetrical speeds of 100 Mbps" or, if impossible, at least 100/20 Mbps with the ability to scale to 100 Mbps symmetrical
- Eligible broadband projects are **encouraged** to:
 - Consider affordability
 - “Deliver a physical broadband connection by prioritizing projects that achieve last-mile connections”
 - Prioritize municipal, nonprofit, and cooperative-owned networks
- Digital inclusion: assistance to households, including internet access and digital literacy assistance, are eligible uses

Treasury Guidance

What You CAN NOT Spend \$ On

- Non-Federal match
- Pensions
- Infrastructure not directly addressed in ARPA
- Rainy Day Funds, financial reserves, and outstanding debt

Things to Consider:

- You can:
 - [Pool your funds](#) with other municipalities to achieve scale for deeper impact and long-term sustainability that benefits your community.
 - [Transfer your funds](#) to non-profits or other eligible third party organizations performing ARPA eligible projects that benefit your community.
 - **Take time to be patient and think bigger** - see how the State of Vermont's ARPA money will be deployed, as well as other federal funding that could be on its way, like the infrastructure bill that is currently being taken up in Congress.

Reporting Requirements



- Municipalities will be required to report on their spending directly to Treasury using an online portal
- Annual Project and Expenditure Reporting Requirement for NEUs; 1st report due by April 30, 2022 with annual reporting due October 31st, 2022-2026; final report due March 31, 2027
- Reporting guidance and additional resources have been issued by Treasury. They are posted on VLCT's ARPA webpage:

<https://www.vlct.org/resources/american-rescue-plan-information>



VLCT ARPA Assistance and Coordination Program

- Guidance and Project Eligibility Analysis
- Webinars, Targeted Training, Technical Assistance, Best Practices
- In-person and virtual meetings with local officials and staff
- Answer Questions (arpa@vlct.org)
- Guidance with Compliance, Reporting, and Transparency
- ARPA resources webpage:

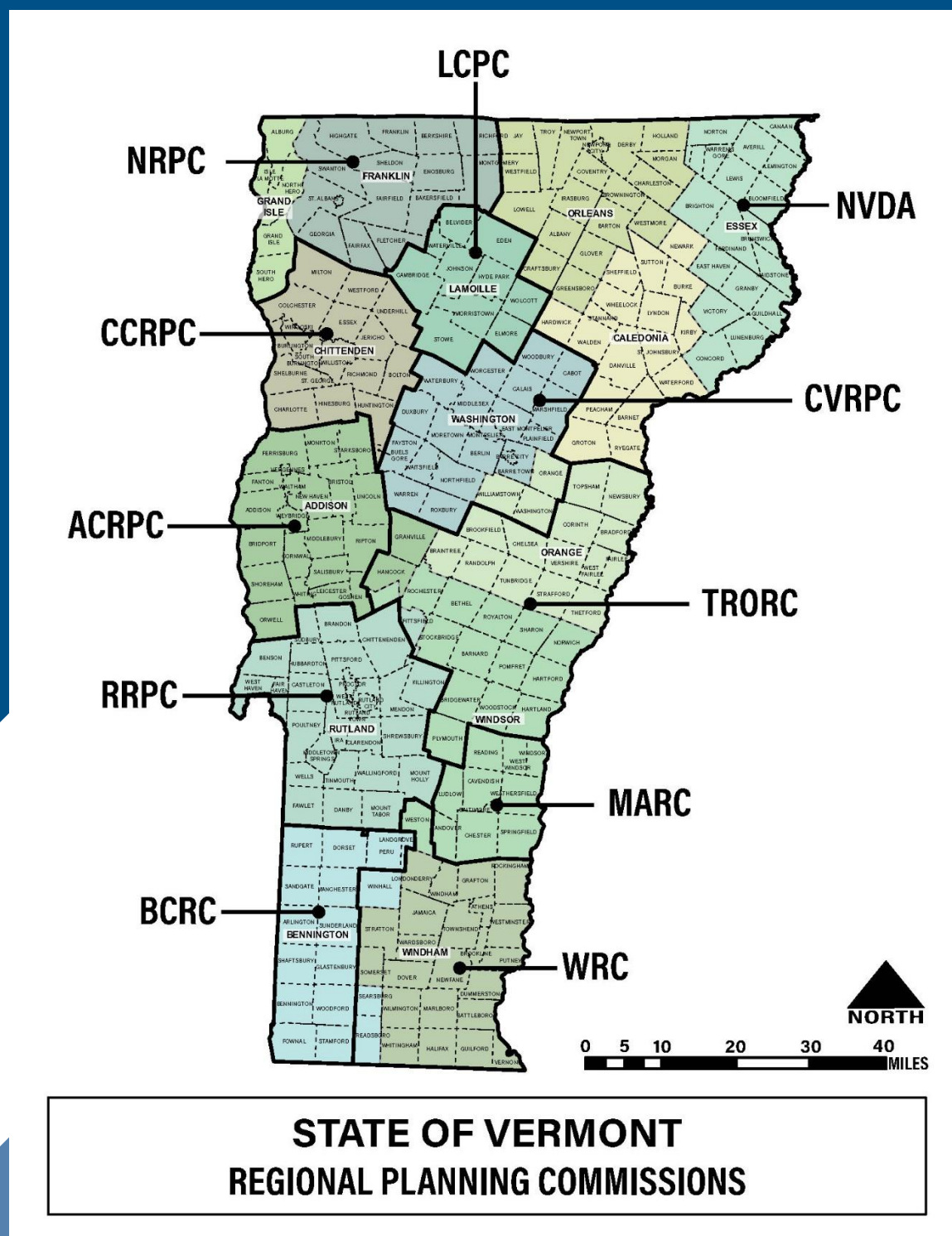
<https://www.vlct.org/resources/american-rescue-plan-information>

Regional Planning Commission Assistance

- Identify needs and top priorities for designing and building projects that are consistent with existing State, regional and local plans.
- Respond to inquiries on eligibility to facilitate local discussions among stakeholders on specific projects.
- Provide other assistance as needed from local communities in coordination with VLCT.
- Work with VLCT, regional development corporations, and private consultants working with municipalities to ensure needs of local communities are met, especially related to project development and management.

For more information on the State of Vermont's 11 Regional Planning Commissions visit:

<https://www.vapda.org/>



Thank You!



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<https://www.vlct.org/resources/american-rescue-plan-information>

Town of Elmore Highway Maintenance Facility Time Line

Town Begins a Fund for Significant Improvement or Rebuild of a Highway Maintenance Facility

Spring / Early Summer 2019 Road Commissioner Michel Lacasse notifies the Select Board that there has been significant structural movement in the current Highway Maintenance Facility

Spring / Early Summer 2018 With Michel, Robb Wills goes on site to investigate the potential problem. After a Site review Robb and Michel agree that a structural engineer needs to be brought in to evaluate the structural integrity of the building.

Summer 2018 DeWolfe Engineering is hired by the Town of Elmore for a Structural analysis

Fall with letter explaining restrictions December 6th: DeWolfe provides a report to the town that states that the building has been compromised and is not structurally sound to withstand snow load. The Select Board asked DeWolfe to provide a drawing showing what structural improvements would be necessary. From that drawing it was determined that the Town would have to spend upwards of a hundred thousand dollars to just make the building structurally sound. The Board decided to begin looking into a new building

December 2019 Town Hires DeWolfe to provide a feasibility study on using the current site for a new HMF

March 2020 DeWolfe engineering presents to the Town at Town Meeting the findings from their structural analysis and begins the discussion of using the current site for a potential rebuild.

Spring/Summer 2020 Michel and Board representatives begin looking at existing HMF in other towns to help identify what is needed in our next HMF.

Through these discussions it starts to become apparent that the current site would not be able to meet all the needs of a new HMF. This was solidified later by Consultant Bob Burley

Summer 2020 Select Board starts to look at land that might be available to build a new HMF.

July 2020 Select Board Approaches former Chair Person Bob Burley asking for assistance in the process of identifying a site, the needs of a site as well as building requirements.

September 2020 Burley has initial meeting with the state to discuss possible sites on state land. S Bulmer and B Washburn are present.

Fall of 2020 Winter 2021 Spent looking into funding, site requirements, building requirements.

April 2021 Bob designs a matrix that lays out requirements of a site and a rating system to help identify sites that would meet the needs of a new building.

April 2021 Bob Burley offers the idea of a potential land swap with FPR for land owned by Burley and land along Route 12.

May 2021 Select Board Meeting Bob provides the Select Board with a list of potential sites and the rating system. Potential sites are identified. Select Board takes the list of potential sites and reviews who owns the sites that would be desirable. The list is broken up and Board members make phone calls to land owners. NONE of the desired sites are for sale. After calling land owners NONE of the desired sites are the owners interested in selling Except the Keith's on Route 12 near the cemetery

Early Summer 2021 the Select Board solicits pricing and scopes from 4 design firms to evaluate potential properties.

Summer 2021: Select Board Members visit the Keith Site.

July 2021 G. Schwartz solicited pricing for demolition of existing building.

July 2021 G Schwartz solicited pricing for a temporary structure to be used now and will be used as a sand shed at the new location.

After visiting the site Bob Burley raises concerns about the wind tunnel effect and potential issues with ANR.

August 2021 Bob meets with the State to discuss a potential land swap. Bob describes the meeting as a good starting point but can't alleviate the concerns of the Board about how long the process will take estimated at 2-3 years.

September 2021 the Select Board votes to select Cross Consulting Engineers to evaluate three sites that may meet the requirements of a new HMF. The properties being investigated are the lower lot of the Keith property, the upper lot of the Keith property and the site owned by the State.

September 2021 The Town has purchased a temporary structure that will be used in the Spring 2022 for a work space and will eventually be used at the new location of the HMF.

September 2021 G. Schwartz and M. Lacasse met with the Keith's to discuss the lower portion of their property and got permission to have the engineer access their property.

The Town is investigating potential storage facilities for our trucks during this winter in case there is snow on the roof of the existing structure.

The Town is improving the temporary structure that it has as a work space.