

TOWN OF ELMORE, VT

Select Board Meeting

Meeting Minutes – prepared by G. Schwartz
Status: Approved

Meeting Date: June 8, 2022

Start Time: 6:03 pm **Adjourn:** 7:36 pm

Meeting Attendees: See attached attendance sheet

The minutes of the May 04, 2022 and May 31, 2022 Select Board Meetings were approved.

1. SPECIAL TOPICS

a. **DISCUSSION:** Town of Elmore Fireworks

Notes: The Select Board was notified by Trevor Braun that the cost for the fireworks display will be increasing from \$5,000.00 to \$7,500.00 this year. The Elmore Store is talking to the Elmore Community Trust to see if they are willing to contribute. The Elmore Store which has run this event in the past has paid for the fireworks with the exception of the \$2,500.00 that the Town has contributed on a yearly basis. This year the Elmore Store has committed \$1,500.00. The Select Board made a motion and unanously agreed that the maximum amount that the Town would contribute this year would be \$2,500.00 that was approved at Town Meeting. Kate Gluckman representing Black Dog LLC will research and get back to the Select Board.

b. **DISCUSSION:** Town Audit

Notes: Two quotes have been received for performing the audit. However since we did not have a copy of the proposals we could not make a decision. G. Schwartz to ask Sharon Draper how time sensitive this item is or if it can wait until our next meeting in June. The audit will be performed at the end of our Physical year. The Towns Bond application cannot be made until this audit has been performed.

2. ACTIVE ITEMS

a. **UPDATE:** Elmore highway maintenance facility; working group; land; funding, site work, etc

Notes: The manufacturer of the sand shed (Ryan Burke from Iron Horse Structures) has notified the Town that it will be ready for shipment in mid/end of July and is looking for delivery/erection direction. G. Schwartz to forward the following information to Ryan.

- a) Land has been purchased for our new town maintenance facility with construction to begin late fall 2022 / spring 2023.
- b) It does not make sense at this point to erect the new structure until the Sitework is completed at the new site (summer 2023).
- c) The Town will take delivery when they are ready to ship. We will store the structure on site until the Town is ready to have their crew come in to perform the erection. (Summer 2023).
- d) The Town will perform the unloading and transportation the stored materials to the new site
- e) What the lead time is for Elmore to schedule their crew for the erection.
- f) Ask Ryan to give us a couple of days' notice before shipping so we can have a crew standing by for unloading.

TOWN OF ELMORE, VT

Select Board Meeting

The most recent drawings from Cross were reviewed. All of our comments including the recommendations from our public meetings have been incorporated. A motion was made to allow G. Schwartz to approve the drawings and forward them to Cross. This motion was unamously accepted.

The Town met with Kate Lalley from LCPC to develop a future use plan for the land that will not be utilized by the new town maintenance facility.

- b. DISCUSSION:** Peter Danforth; Lamoille County Conservation Dist. Watershed United block grant

Letter of Support: Town Hall and Fish and Wildlife Access applications

Notes: The 30% design drawings and Letter of Support furnished by Peter Danforth were reviewed (copies attached). This work will be performed at no cost to the Town of Elmore. All work will be performed under a grant to improve water quality in the lake. A motion was made to allow G. Schwartz to sign the support letters and forward them to Peter. This motion was unamously accepted.

- c. DISCUSSION:** Legal Trails; Eagle Ledge – motorized traffic – David McMath

Notes: David McMath was unable to make the meeting. However, past investigations by the Select Board have found that we cannot put up a barricade and there is nothing that the Select Board can do.

- d. BRIEF:** Zoning Administration; Shoreline District

Notes: After a brief discussion a motion was made to have the Shoreline District zoning remain under the control of the Town. This motion was unamously approved. The Town zoning is stricter than the State.

- e. DISCUSSION:** Appointment of alternate DRB members; meet candidate (1 year terms)

Notes: This item was tabled until our next meeting

3. CONTINUING ACTIVE ITEMS (Update status by primary owner)

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

Notes: See attached Road Commissioner's Report. Regarding the SD Ireland construction yard, M. LaCasse was directed to get an insurance certificate naming the Town of Elmore as an additional insured.

- b. UPDATE:** Paint/update town offices

Notes: Another Contractor visited the offices but did not provide pricing. A decision was made to wait until the fall to procure additional pricing since the painters are very busy this time of year.

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- c. **UPDATE:** Grant submissions; Sen. Sanders Congressionally Directed Spending Request and Welch Community Project Request 2022

Notes: G. Schwartz spoke to Seth Jensen from LCPC on 6/6/22. He will try to find out the status.

- d. **UPDATE:** Town Meeting Equipment

Notes: Dolan reported the following

- a) The Town currently has a basic Zoom account that cost \$149.00/year
- b) He has added an additional fee of \$40.00 / month for storage
- c) In order to be able to remotely schedule Zoom meetings Dolan added the Zoom Room feature. Since the cost of this feature is \$500.00/year, we are going to use it for a month or two to see if it is worthwhile.

- 4. **NON-AGENDA/OTHER ITEMS** (Time Available and As Needed)

- a. Routine Administrative, operations items and payment approvals.

Notes: The Check Warrant Reports were reviewed at this meeting

- 5. **EXECUTIVE SESSION AS NEEDED**

Notes: The Select Board voted to enter Executive Session at 7:36 pm no Minutes were taken during this session. Executive Session ended at 7:52 pm

Town of Elmore
Meeting Attendance Record

ENTER MEETING DATE	6/8/22
ENTER MEETING NAME	SB Meeting

Check all that apply

Reason for Attending

Reason for Attendance

YOUR NAME (printed)	Observer	Interested Party	Principal Party	Expert or Consultant	WHY ARE YOU ATTENDING?
Glen Schwartz	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SB Member
Warren West	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	" "
Caroline Bellone	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	SB Member
Don Valentine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Zoning Administrator
Miranda Koggen	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Jill A. Lindeman	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	DRBch
Kate GLUCKMAN	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Elmore Store via Zoom
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Road Commissioner Report

This report covers May 5, thru June 8, 2022.

Work to Date:

1. Green up day a success. Container full of garbage, 30 yds, 70 tires and 200 lbs of metal.
2. Replanish stock piles of stone and gravel.
3. Have done a small amount of deberming and ditch work on Mt road and Tallman Road.
4. Most roads were graded this past month.
5. Demolish and dispose of old tool shed in the cemetery prep site for new one.

Equipment:

1. Ram 5500 out of service, front axle seal and antifreeze leak. (2014) motor replaced +
2. Put a new motor on the spray system. (Approx 2 year)

Employee's:

1. Attended several training workshops.

Upcoming Issues:

1. Received a structures grant from the state to change one culvert on Symond's mill road, located between Elmore roots nursery and Dodge road.
2. S.D. Ireland will place a temporary office trailer next to Town garage for the months of August thru October for a construction project they are doing on Rte 12.

Michel Lacasse

Road Commissioner

Town of Elmore – PO Box 123 – Lake Elmore, VT-05657

Christian Pelletier
White River Partnership - Program Coordinator
Watersheds United Vermont - Grant Administrator

6/9/2022

Dear Mr. Pelletier

Through an Ecosystem Restoration Program grant provided by the Vermont Department of Environmental Conservation in 2019, the Lamoille County Conservation District (LCCD) conducted a full watershed assessment of the Lake Elmore watershed. The study addressed nutrient (i.e. Phosphorus) and sediment loading stresses due to development patterns surrounding the lake. The study assessed what locations these stressors were most impactful by conduction road erosion inventories, stream walks and shoreline assessments. LCCD worked closely with the town and lake association to identify known issues as well. 20 possible projects were identified and 5 of these that ranked highest were brought to 30% design.

Of the 5 30% designs, the Fish and Wildlife Access project seems like one of the most feasible projects to complete in FY 2022-23. This project will address the storm water runoff from the parking lot which is large and heavily trafficked. In addition, the town and lake association are looking forward to helping LCCD provide educational signage educating the public on the best management practices that are on site and the Lake Wise activities that are currently occurring around the lake.

I fully support LCCD and its partners to move forward on this project as well as any others identified in The Lake Elmore Watershed Action Plan.

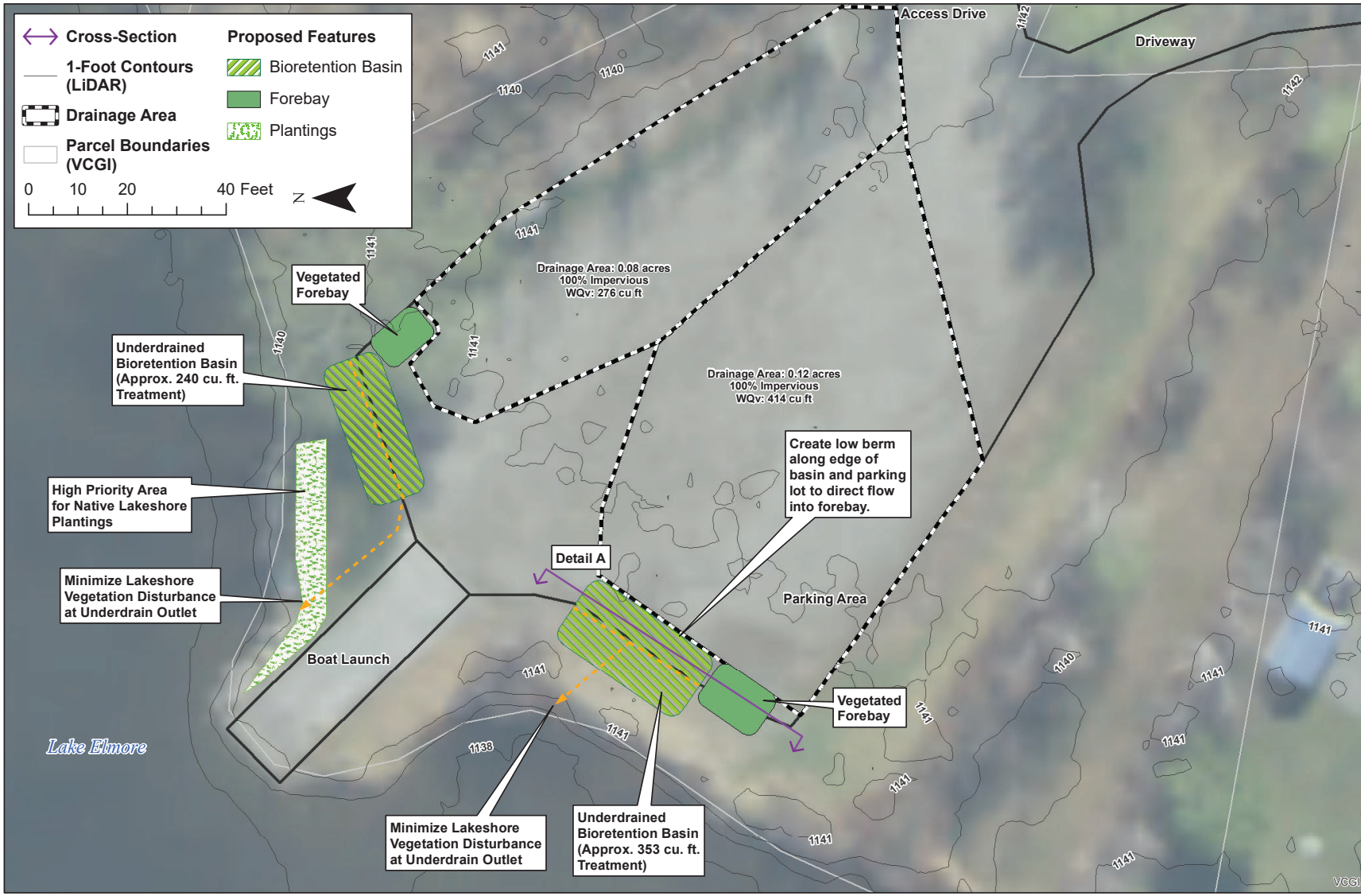
I am also fully supportive of reducing the overall Total Maximum Daily Loads (TMDL) of Phosphorus in the Lake Champlain Basin recently spelled out in Vermont's Clean Water Act 76.

Thank you for your consideration.

Sincerely,

Glenn Schwartz

Glenn Schwartz
Elmore Select Board



Notes:
 - VCGI Imagery is from 2018.
 - Contours generated from 0.7-meter LiDAR digital elevation model (2014).

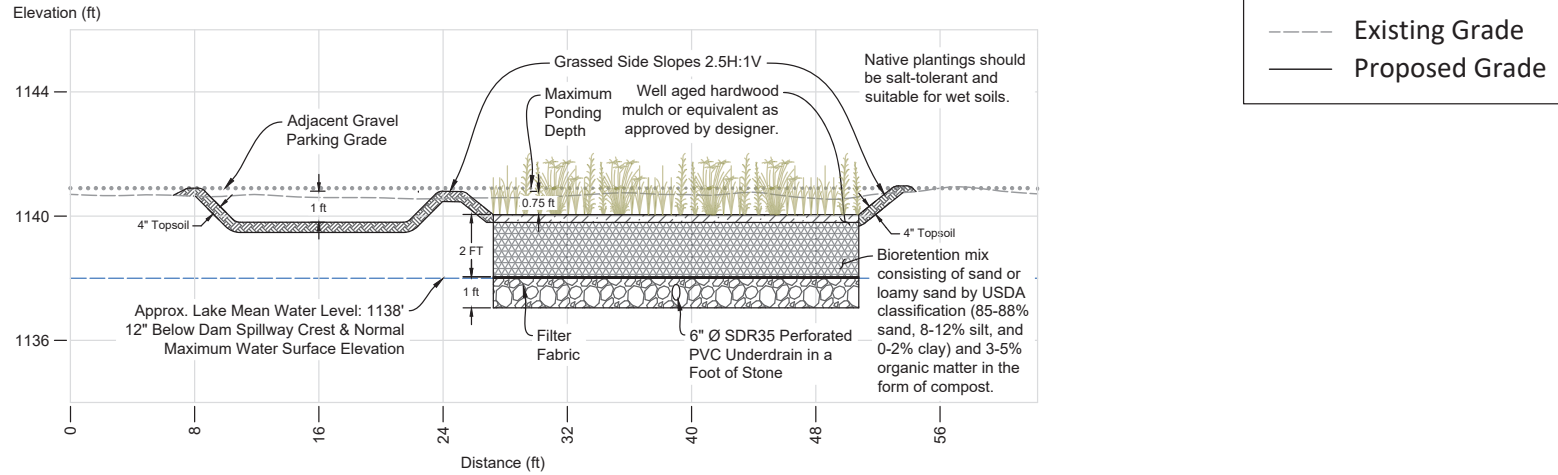
**Lake Elmore Watershed Action Plan
 30% Concept Design
 VT F&W Boat Launch
 Elmore, Vermont**

Map By: EHB
 Checked By: EPF
 Scale: 1 in = 20 ft
 Date: October 30, 2020

SW-13 & L-3
SHEET 1
 SHEET NO.

Detail A: Pretreatment Forebay and Underdrained Bioretention Feature Typical Detail

(1" = 4' V, 1" = 8' H)



Preliminary Cost Opinion

Item	Quantity	Unit	Unit Price	Cost
Mobilization/Demobilization	1	LS	\$ 1,000	\$ 1,000
Common Excavation and Soil Amendment	75	CY	\$ 25	\$ 1,875
Trucking	65	CY	\$ 20	\$ 1,300
Topsoil/Compost	15	CY	\$ 50	\$ 750
Stone and Underdrain	2	LS	\$ 1,000	\$ 2,000
Mulch	5	CY	\$ 60	\$ 300
Plantings	50	EA	\$ 15	\$ 750
Laborer	24	HR	\$ 40	\$ 960
Misc. Erosion Control	1	LS	\$ 1,000	\$ 1,000
Final Design & Permitting				\$ 3,000
Construction Oversight				\$ 1,500
			Subtotal	\$ 14,435
			Contingency (20%)	\$ 2,890
			Total	\$ 17,325



Parking lot runoff collects on the edge of the gravel parking lot. Proposed location of southern bioretention basin.

Fitzgerald Environmental Associates, LLC
 18 Severance Green, Suite 203
 Colchester, VT 05446
 Telephone: 802.876.7778
www.fitzgeraldenvironmental.com

Notes: Existing profile based on 2014 LIDAR Data (0.7-m DEM).

Lake Elmore
 Watershed Action Plan
 30% Conceptual Design
 VT F&W Boat Launch
 Elmore, Vermont

EHB EPF
DRAWN CHECKED

As Shown

SCALE

October 30, 2020

DATE

SW-13 & L3
SHEET 2

SHEET NO.

Town of Elmore – PO Box 123 – Lake Elmore, VT-05657

Christian Pelletier
White River Partnership - Program Coordinator
Watersheds United Vermont - Grant Administrator

6/9/2022

Dear Mr. Pelletier

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Of the 5 30% designs, the Town Hall project seems like one of the most feasible projects to complete in FY 2022-23. This project will address the storm water runoff from both Route 12 and the Town Hall parking lot and help beautify and stabilize the lake front. In addition, the town and lake association are looking forward to helping LCCD provide educational signage educating the public on the best management practices that are on site and the Lake Wise activities that are currently occurring around the lake.

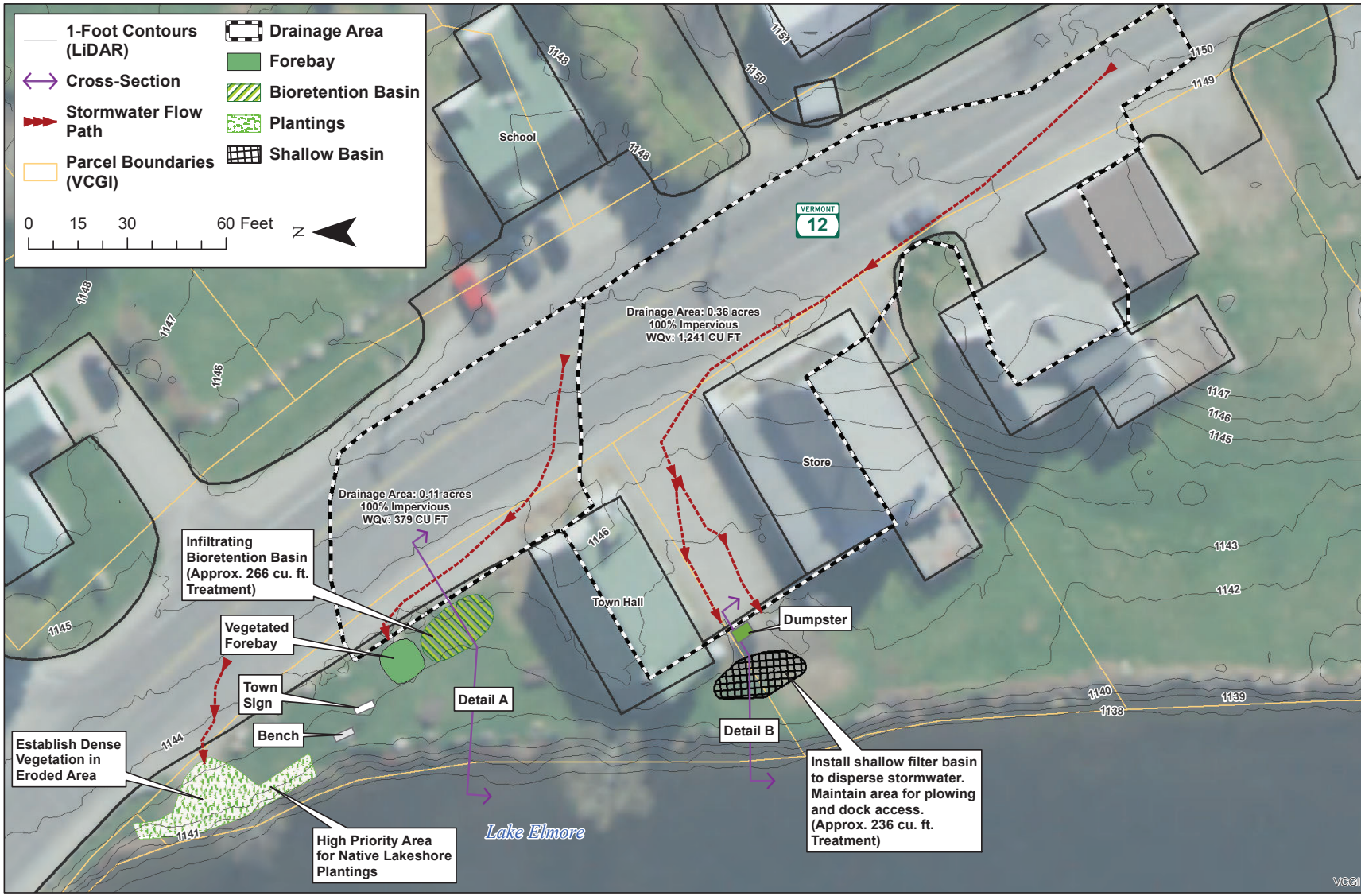
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Elmore Select Board



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Notes:
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Lake Elmore
 Watershed Action Plan
 Area Overview
 Elmore Town Hall
 Elmore, Vermont

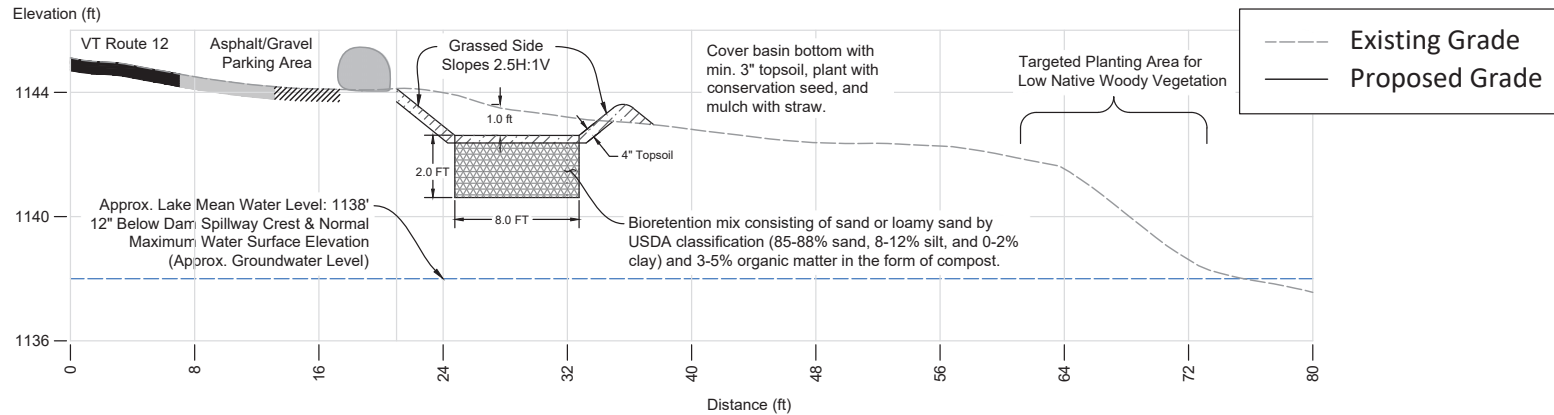
EHB	Checked By
Map By	
Scale	
1 in = 30 ft	
Date	
October 30, 2020	

SW-10 & 21
SHEET 1

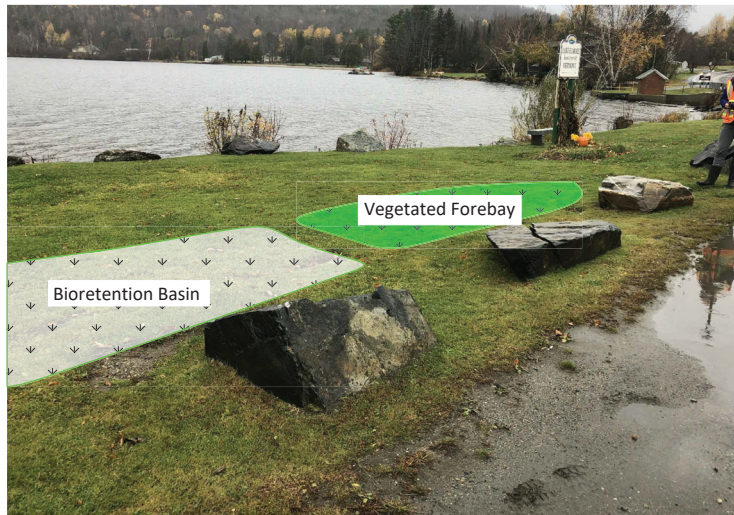
VCGI SHEET NO.

Detail A: Infiltrating Bioretention Feature Typical Detail - Town Hall (SW-10)

(1" = 4' V, 1" = 8' H)



Conceptual Layout - Town Hall (SW-10)



Preliminary Cost Opinion - Town Hall (SW-10)

Item	Quantity	Unit	Unit Price	Cost
Mobilization/Demobilization	1	LS	\$ 500	\$ 500
Common Excavation and Soil Amendment	25	CY	\$ 25	\$ 625
Trucking	10	CY	\$ 20	\$ 200
Topsoil/Compost	15	CY	\$ 50	\$ 750
Mulch	2	CY	\$ 60	\$ 120
Plantings	40	EA	\$ 15	\$ 600
Laborer	16	HR	\$ 40	\$ 640
Misc. Erosion Control	1	LS	\$ 1,000	\$ 1,000
Final Design & Permitting				\$ 3,000
Construction Oversight				\$ 1,000
			Subtotal	\$ 8,435
			Contingency (20%)	\$ 1,690
			Total	\$ 10,125

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Notes: Existing profile
based on 2014 LIDAR
Data (0.7-m DEM).

Lake Elmore
Watershed Action Plan
30% Conceptual Design
Elmore Town Hall and Store
Elmore, Vermont

EHB EPF
DRAWN CHECKED

As Shown

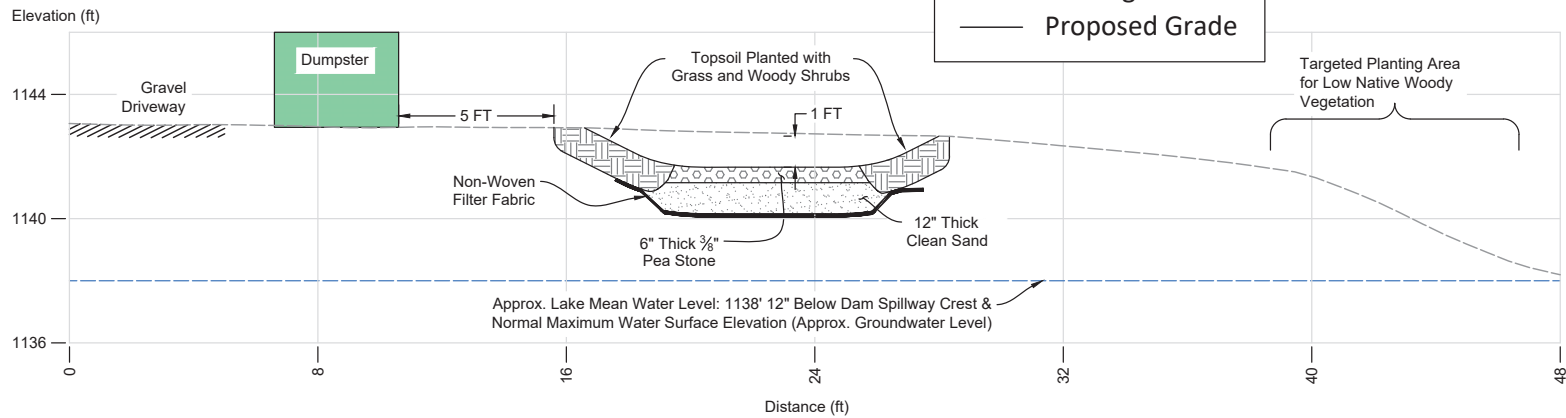
SCALE
DATE
October 30, 2020

SW-10
SHEET 2

SHEET NO.

Detail B: Stormwater Dispersal Swale - Elmore Store/Town Hall (SW-21)

(1" = 4')



Conceptual Layout - Elmore Store/Town Hall (SW-21)



Preliminary Cost Opinion - Elmore Store/Town Hall (SW-21)

Item	Quantity	Unit	Unit Price	Cost
Mobilization/Demobilization	1	LS	\$ 500	\$ 500
Common Excavation and Trucking	25	CY	\$ 50	\$ 1,250
Pea Stone	2	CY	\$ 50	\$ 100
Clean Sand	4	CY	\$ 30	\$ 120
Plantings	1	LS	\$ 250	\$ 250
Non-Woven Filter Fabric	1	LS	\$ 100	\$ 100
Laborer	16	HR	\$ 40	\$ 640
Final Design				\$ 2,500
Construction Oversight				\$ 1,500
			Subtotal	\$ 6,960
			Contingency (20%)	\$ 1,390
			Total	\$ 8,350

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Lake Elmore
 Watershed Action Plan
 30% Conceptual Design
 Elmore Town Hall and Store
 Elmore, Vermont

EHB EPF
DRAWN CHECKED

SCALE: As Shown

DATE: October 30, 2020

SW-21
SHEET 3

SHEET NO.