

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by C. DeVore
Status: APPROVED

Meeting Date: October 12, 2016

Start Time: 6:31 pm **Adjourn:** 8:02 pm

Meeting Attendees: Robert Burley – ESB Chairman, Caroline DeVore – ESB, Robb Wills – ESB, Michel LaCasse– Road Commissioner, Kate Sprague-Elmore Planning Committee Chair, Seth Jensen-LCPC, Meghan Rodhier-LCPC

A. SPECIAL TOPICS:

None.

B. NEW ITEMS:

1. **UPDATE: Employee Recruiting: Ads placed 19Sept, Interviews begin 17Oct.**
Responses received and interviews planned for week of Oct 17th.
2. **UPDATE: Elmore Planning Commission – Kate Sprague**
Issues: EPC membership has decreased by 2 members (W. Hartt and C. Reynolds). The EPC asks that any residents who are interested in joining the Elmore Planning Committee please contact Kate Sprague (email: us_in_a_tree@yahoo.com).
3. **DISCUSSION: Will Elmore apply for 2016-2017 planning grant in anticipation of scheduled 2018 Town Plan Update? If yes, then select board must approve a resolution designating an authorized DRI to supervise & access ANR system.**
Should the EPC pursue the Municipal Planning Grant? Deadline for application is 10/31/16 to be awarded in December 2016. Current town plan expires in 2018. The Grant provides funding to work with either LCPC or a private consultant to have staff support to update the current plan.

After discussion, SB voted unanimously to apply for the Grant. We suggest restructuring the Town Plan document for readability and ease of use. Caroline DeVore will be the MAO and Bob Burley will be the Alternate MAO.
4. **DISCUSSION: Ted Barnett renewing pressure for PUD development of Worcester Ridge within Forest Reserve District, between 1300-1900’.**
 - a. **Has drafted revised zoning by-laws for Forest Reserve district.**
 - b. **Repeated pressure on EPC chair for additional meetings.**SB not entertaining changes in zoning to reach 1900’.
5. **DISCUSSION: Use of summer Brine – Ben Olsen**
SB has contacted Mr. Olsen and described the application of summer salt. Mr. Olsen is invited to attend an upcoming SB meeting if further discussion needed. Elmore uses less than 30% of the ANR recommended amount of brine for roadway maintenance. Salt isn’t applied exclusively to prevent dust – but also maintains the roadways and prevents premature deterioration. Elmore exceeds guidelines developed to prevent the pollution of the lake or other waterways.
6. **UPDATE: Robert Cookson lawyer, Beth Danon (Hinesburg), Public Records Request pertaining to Cookson.**
 - a. **Extensive package prepared, collated and forwarded.**

C. CONTINUING ACTIVE ITEMS:

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1. Road Commissioner Update – LaCasse

Work Completed:

- Swept Beach Road and aprons
- Backhoe work on EMR area completed including cleaning out culverts
- Grading was minimal due to grader trade
- Start stock piles of materials needed for mud season – acquiring off season reduces total expense to town

Equipment status:

- Took delivery of 2012 Case 868 grader on October 10
- Dozer blade and snow wing equipment to be installed at a later date

Employee Status:

- Need to find full time help soon

Upcoming Issues:

- Filling employee position
- Preparations for winter
- Appeal or amend State Structure Grant received for culverts on EMR. One culvert to be replaced by concrete box-type culvert. Grant funds not able to cover cost.

2. **UPDATE: ROAD GRADER: Financing approved at 1.37%, 5 years. Negligible tax impact anticipated. Combination of trade in, equipment reserves and operating expenses forecast to be sufficient.**
3. **UPDATE: TRUCK #2: Assigned to Cookson, remains in limited service due to lack of assigned basic maintenance and lubrication. Parts ordered. Anticipated unplanned \$8-10K costs.**
4. **UPDATE: AGGRESSIVE DOG: Hayford Rd.**
DeVore to write a letter inviting dog owners to November SB meeting to discuss actions they have taken to date and their plan to address outstanding issues so that they conform with Town guidelines.
5. **ACTION: Accelerate process to identify & train replacement Zoning Administrator and Health Officer.**
6. **ACTION: Designate DRI to develop a simple 5x5 EE performance matrix: 5 levels of performance by 5 designated key skills.** Burley to create draft we can review and refine.

D. COMPLETED/INACTIVE ITEMS:

1. Open Action Item List reviewed by SB.

E. SB EXECUTIVE SESSION

No executive session needed.
