

TOWN OF ELMORE, VT

Monthly Select Board Meeting

Meeting Minutes – prepared by C. DeVore
Status: APPROVED

Meeting Date: November 9, 2016

Start Time: 6:31 pm **Adjourn:** 7:39 pm

Meeting Attendees: Robert Burley – ESB Chairman, Caroline DeVore – ESB, Robb Wills – ESB,
Michel LaCasse– Road Commissioner, Carol Kapusta – Elmore Resident

A. SPECIAL TOPICS:

1. **UPDATE: Morrisville Water & Light request to explore Town assumption of ownership of Lake Elmore Dam as part of asset consolidation associated with FERC permit renewal.**
 - a. Lake Association has declined.
 - b. If no Elmore acquisition, MWL will explore other owners.
 - c. Meeting requested with MWL to review operating and compliance details.

B. NEW ITEMS:

1. **UPDATE: Zoning Administrator succession plan: Media advertisement prepared and will be placed in papers and FPF.**
 - a. Job Description completed, on the job training will be available
2. **UPDATE: Regional Planning Commission requests Elmore participation in “Alternative Transportation Grant” to create public access from Rte. 12 to southern portions of land n/f of VLT, E.B. Hyde, Atlas Timber.**
 - a. Create non-motorized public access.
 - b. Requires collaboration of Elmore and Worcester
 - c. Enforcement and maintenance loom as ongoing problems

Note: Roadway already exists on the land. No action needed by SB.

3. **DISCUSSION: Carol Kapusta, RE: Road Materials causing flat tires.**

Ms. Kapusta lives off of Hardwood Flats Rd. She noted that she and her family have experienced several flat tires in the last 6 months – likely due to the type/size of gravel used by the Elmore road crew to maintain unpaved roadways. Ms. Kapusta asked why Elmore doesn't use the “round stone gravel”.

ESB and Road Commissioner provided the following:

 - The round stone gravel, known as “bank run” and associated only with stream banks/beds, is no longer available and its use is contrary to both ANR and AOT regulations and specifications. In order to qualify for state assistance grants, towns must use “crusher run” which is made from a mixture of 80% crushed stone and 20% fine materials.
 - The town has no access to bank run gravel and must by regulation use “crusher run” to receive State and Federal Highway Assistance monies. Town uses only crusher run meeting State and Federal Specifications.
 - State-wide, there is a critical shortage of crusher run. If/when correct stone is found, new pits and facilities are subject to rigorous permitting and inspection processes. “Gravel” costs will continue to rise due to shortages.
 - Crusher Run materials increase surface and roadbed durability and significantly reduce total maintenance costs compared to the “bank run”.

-Ms. Kapusta asked if the Town would reimburse for repairs or replacement for punctured tires. The SB noted neither the State nor the Town have policies on this issue.

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- Elmore, like all towns, applies salt to the road to stabilize roads. Chloride use can occur only within a very narrow moisture band. Dirt roads in Vermont are now smoother and more durable now due "crusher run" and chloride. Vermont Towns only recourse is either legislature change or pavement. In addition to the high costs of paving, any town exceeding the AOT ratio of paved to unpaved roads loses state/federal funding.

Suggestion: Residents who are concerned about tire puncture may want to consider using heavier duty and/or light truck tires vs. a passenger-rated tires.

C. CONTINUING ACTIVE ITEMS:

1. Road Commissioner Update – LaCasse

New hire: Raymond Lacasse hired to fill the vacancy at the Highway Dept. Raymond brings more than eight years of highway experience. His last employment was with the Morristown Highway Department.

Work Completed:

- Lots of grading
- Finishing up stock piles
- Plowed snow October 23rd and 28th
- Road markers put up for snow

Equipment status:

- Truck #2 back in service
- Finish winter prep
- Carbide blade installed on grader

Employee Status:

- Raymond Lacasse started November 7th

Upcoming Issues:

- Winter preparation
- Updating inventory maps

- 2. UPDATE: ROAD GRADER: Delivered and operational. Wing is in stock, to be installed; front blade to be installed.**
- 3. UPDATE: TRUCK #2: Return to service. Warranty coverage may reduce OOP expense.**
- 4. UPDATE: Employee Hiring: Raymond LaCasse has accepted offer of Highway Department employment as Operator/Laborer. Excellent qualifications. Start date 7Nov16.**
- 5. UPDATE: AGGRESSIVE DOG: Hayford Rd. Letter created and will be delivered.**
- 6. ACTION: Select Board to review new draft 5x5 employee performance review form for approval. Reviewed and approved for use.**
- 7. ACTION: Select Board to review updated draft of Employee Policies and Procedures.**

D. COMPLETED/INACTIVE ITEMS:

- 1. Open Action Item List reviewed by SB.**

E. SB EXECUTIVE SESSION

SB voted to enter Executive Session at 7:28pm

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No minutes were taken during the session
Executive session ended at 7:39pm
