

Strafford Selectboard Meeting Minutes

April 8, 2020

Meeting held remotely due to State COVID 19 directive

Members participating via zoom meeting: Toni Pippy, Brian Johnson, Patrik Kelly, Rett Emerson, Mary Linehan

Others participating via zoom meeting: Shawn Harlow, Lisa Bragg, Jon MacKinnon, Jennifer Brown

Meeting was called to order at 6:01 pm.

Public Concerns

None

Emergency Management COVID 19 update

A meeting of the Emergency Management COVID19 team met last Friday at 11:00 to review and update guidance and plans. The team has prepared a draft letter to send by mail to all taxpayers (to ensure that those without internet also receive it), clarifying guidance from the State and the Emergency Management Team for the COVID 19 crisis. This includes the state order to: Stay Home, Stay Safe; what to do if you are sick; wear a cloth mask when near other people and the guidance for people coming to Vermont to quarantine at home for 14 days. The letter will be signed by the Selectboard. The motion passed to send the letter with minor edits. The Town Clerk will send the letter out as soon as possible.

The Emergency Management Team will hold weekly meetings on Thursdays at 11:00 am, except April 9.

The Town has been officially notified that we will have FEMA support. FEMA will reimburse 75%, and the State will reimburse 12.5% for expenses incurred for the Town's COVID-19 response. This will allow the town to pay the response team for its time.

Pat Kelly noted that several townspeople have spoken to him about COVID concerns. Discussed possible closer of the tennis courts and recreation area. Noted that this may result in pushing kids to less safe areas and eliminating access to the tennis courts by tennis players and others who maintain safe distancing, as well as family groups who are co-quarantined. Agreed to post a sign at the gym/tennis court area reminding people to maintain social distancing and avoid touching items such as basketballs.

Steve Marx, Town Health Officer, has requested that for public health reasons the recycling center be re-opened. Noted that the State directive includes recycling and garbage services as essential, and do not need to be closed. Also noted that participating in recycling is voluntary. Motion was passed to reopen the recycling center, with limits on the number of cars that can

enter at one time (2-4) and as long as the recycling volunteers are willing to continue to provide their services. Brian will follow up with Mike Scanlon to check on the willingness of volunteers.

Based on recent check-ins, Coburn's Store team seems satisfied with support provided by the Selectboard and Emergency Management Team and has scaled up curbside delivery.

Town Highways and Equipment Update

Jon MacKinnon reported that the road crew has been lucky with mud season so far and has been able to keep up with road maintenance demands. They worked on Brook Road today and are trying hard to keep up with all the roads.

Projects funded by state grants have put on hold as advised by VTrans, but the Jon has assembled the materials to be submitted for the grants. The submission deadline has been pushed from the normal April 15 to May 15 this year because of the COVID 19 outbreak

Estimate on fixing the paved section of Miller Pond Road. Jon has a meeting set for Monday with Blacktop, Inc, for Miller Pond Road estimates and will seek estimates from another pavement group. Noted that many of the bumps on the road have flattened out. Discussed the need for a stockpile of hardpack materials. Jon expects to develop the stockpile this summer, obtaining stone from McCullough's. The quality of materials is good and exceeds required standards.

The Sand contract has delayed and currently on hold, awaiting a response from vendor.

Truck bid has not been put out yet because the Town wants a specific vehicle and needs to modify the specifications in the tender. Previous estimates were approximately 100 days out for delivery, however, that may be slowed down due to COVID.

A highway permit for Sylvia Brown on Alger Brook Road was approved by Jon based on inclusion of a culvert, and the Zoning Administrator has approved the permit. Motion was passed to approve the permit.

The Road crew is now clear about the new COVID outbreak guidance for leave. The crew has some masks and can get more if needed. They have also made some hand sanitizer for use after work, but do not have enough to use it regularly and frequently during work hours. Selectboard requested Shawn Harlow, Operations lead for the Emergency Team, to purchase additional large containers of hand sanitizer for use by the road crew and Town Office if possible. This can be reimbursed by FEMA.

Correspondence

Daily email updates from the State Emergency Operations Center Situation Reports, RE: COVID 19

Updates from Tim Briglin, RE: COVID 19

Email from Andy Milne and Blythe Davis, RE: Road closure request. Brian has spoken with them about possible future consideration.

Victoria Littlefield, Regional Planner, RE: Regional Energy Coordinator Kick-Off Meeting. Toni replied proposing a meeting time and has also received a job description, and an interlocal agreement that needs to be worked out. Toni is willing to attend the kick-off meeting on April 16 at 10 am (probably via zoom). Noted that it appears they want the Selectboard involved at this stage because funds will need to be approved.

Victoria Littlefield, Regional Planner, RE: Updates to Strafford LEMP- May 1 Deadline. The LEMP needs to be updated. Bill Burden will make updates, Lisa will follow up and Brian will sign.

Emily Harris, MPA, Interim Engaged Section Chief, Vermont Emergency Management, RE: Vermont Critical Infrastructure Project. Pat has responded to the request to identify critical infrastructure. Strafford does not have any of the applicable infrastructure.

Stu Johnson, VT-LOCALROADS, Responding to VTrans Municipal Assistance Bureau which put a hold on state funded projects. Encourages towns to take steps to keep road crews safe. Strafford has identified the road crew as essential employees. Safety measures such as distancing, masks, wiping down surfaces, working independently and supplying hand sanitizer are being taken.

Approve minutes

Approved minutes for the March 11th, 17th and 25th Selectboard meetings

Budget

Budget spending has been low due to reduced activity associated with the COVID 19 outbreak and Town Office closure. Town Clerk will meet with new Selectboard members to go through individual budget line items for clarification in coming weeks. Discussed possible budget shortfall as a result of the COVID shutdown. Lisa anticipates that there may be some requests for tax abatements next year, but currently only minor reductions in revenue are being seen.

Planning Commission appointment approval for Greg Colling

Motion passed to approve

Recreation Board appointment approval for Leslie Berger

Motion passed to approve

Liaison appointments for Selectboard

Liaison appointments are as follows:

Auditors	Toni Pippy
Energy	Toni Pippy
School Board and Budget	Toni Pippy

Emergency Crew	Pat Kelly
Law Enforcement	Pat Kelly
Planning Commission	Pat Kelly
Fire Department	Pat Kelly
Recreation Board	Pat Kelly
Road and Highway	Brian Johnson Rett Emerson
Development Review Board	Brian Johnson
Town House Advisory Board	Rett Emerson
Conservation Commission	Rett Emerson
Recycling	Mary Linehan
Historical Preservation Commission	Mary Linehan
Listers	Lisa Bragg

Other

Brian requested an update about the planned April 11 school board meeting to discuss the budget. Noted that they have been advised to cancel it and have not yet rescheduled. The School Board needs to ensure a new budget is voted on by June 30. Toni will find out what the plan is.

Moment of silence to honor the passing of John Prine.

Meeting was adjourned at 7:18 pm.

Respectfully submitted,

Mary Linehan
Recording Clerk