

Strafford Selectboard Meeting Agenda
Wednesday, September 22, 2021, at 6:00pm
Strafford Town Office and via zoom

Members participating: Toni Pippy, Mary Linehan, Rett Emerson, Pat Kelly, Jeff Solsaa

Others participating: Lisa Bragg, Jon MacKinnon, Tim Denny, Barbara Smith

Meeting called to order at 6:01 pm

1. Public Concerns. None
2. Town Highways and Equipment Update. Paving has started.
 - a. Highway Correspondence:
 - 1) Email, Linda Maher, 162 Turnpike Road Driveway. Repair work has been completed and there is nothing more that the Town needs to do to meet requirements.
 - b. Update on vacancy. New application has been received; Highway liaisons will conduct an interview.
 - c. Highway Access/Guaraldi. Road Foreman looked at the site and found that the driveway has already been put in before obtaining approval to proceed. Driveway does fit the town's criteria. Motion passed to approve the Application to Proceed for highway access at the site on Alger Brook. Permit application and fee are still outstanding.
 - d. Project updates.
3. Approve minutes to the September 8th regular meeting. Motion passed to approve the September 8 regular meeting minutes.
4. Pocket Park – Wally and Barbara Smith. Barbara reported that she does not understand why meetings and events in the park must be notified, since she does not usually know when events take place. Selectboard clarified that because it is town property, events which are organized and advertised should be approved for use, as for all other town properties, to ensure COVID and other safety measures (if applicable) and coordination of access by other groups. This is not intended to restrict access to or use of the park, but to allow the Town to meet its insurance coverage requirements and to ensure that the town is aware of events that are planned and advertised on town property. Town residents are advised that use of the Pocket Park for planned events, a request for use of the facility should go to the Town Office for approval by the Selectboard, as for all other town properties. Motion passed to allow the Town Clerk discretion in approving public use of town properties, bringing to the Selectboard's attention any larger events that may need additional consideration.

Barbara also asked for clarification of fund-raising requirements. She and Wally intend to step back from managing the park in the coming year and will be gone for 3 months next summer. They are working hard to raise as much money as possible for the future. Board clarified that fund raising for all town properties must come through the town treasury and budget for audit purposes, and to avoid tax implications for the fund-raisers. Barbara will be notified of funds received by the Town Office for the pocket park.

5. Town Office Immediate Repairs, Fire Inspection Results and Insurance Adjuster. Damage to the stairs resulting from the utility pole resulted in review by Fire Marshall and VLTC. Access to the upstairs is no longer possible due to the damage and deterioration of the roof and stairs and will prevent the Listers from working upstairs. Tim Denny explained that the Listers need one dedicated phone line, access to WIFI, at least one dedicated computer and workstation, and full

access to the hard copy files. Access to the vault is rarely required. It is likely that the repairs will restrict access to the upstairs for several months.

Discussion regarding how to proceed with repairs. Per Town Policy, Selectboard does not need to do a formal tender for emergency work. Repair may require more than one contractor (demolition of concrete stairs and construction of the new staircase). Board has had a great deal of difficulty identifying available contractors, discussion re how to get through the winter if contractor cannot be found and what repairs will be undertaken, given the other identified repair issues in the recent VLCT assessment reports.

Board will seek estimates of cost to repair before signing insurance settlement provided by PACIF.

6. Ergonomics recommendations from PACIF for office staff. Town Clerk will investigate furniture vendors for appropriate chairs and desks in response to the PACIF report findings.
7. Ashley Forest updates. Interlocal agreement has been reviewed by attorney, Committee is still waiting for a response on the draft Conservation Easement.
8. Junk Yard Update. Liaison will be meeting with the Orange County Sheriff regarding the next round of fines to be issued. The Stanley property is being used as a parking lot by neighbors, which blocks Mike Hebb's ability to plow in winter. Mike would like to improve his driveway, but it is on the Stanley property and is not deeded for use by neighbors. Town will place No Trespassing signs on the Stanley property, which is currently up for tax sale, and may place boulders to prevent unlawful parking, and cars parking on town land may be towed. Liaison will coordinate with Orange County Sheriff.
9. Budget, FEMA 2019 event, Cyber Security and ARPA.
 - Budget was reviewed. Motion passed to hire part-time contractor to update timesheet entry for town staff. Motion passed to purchase a computer to allow Road Crew to enter their work hours into a database for improved tracking of work hours.
 - FEMA 2019. Additional information was requested and provided. Town Clerk received notification that documentation is now complete, and we will receive the funds (app. \$98,000).
 - Cyber Security. Additional requirements for security have come from VLCT, and Town Clerk is working to keep town compliant with requirements.
 - Chair is attending the VLCT-supported Town Fair to learn more about ARPA funds.
10. Town Plan draft hearing will be held on 9/29/21 at 6pm.
11. Liaison updates
 - Motion passed to appoint David Lutz as Strafford representative to the Intermunicipal Regional Energy Steering Committee
 - Highway liaisons worked with Foreman to use a contractor who was working on Redden Road to replace a culvert.
 - Andrus request for easement on Hemenway Road has been sent to Attorney.
12. General Correspondence
 - Email Ed Hathaway, Elizabeth Mine Superfund Site, RE: Elizabeth Mine photo documentation.

- Email Ed Hathaway, Elizabeth Mine Superfund Site, RE: School Bus Turnaround and dumping at that sight. Animal carcasses and other large waste is frequently dumped over the embankment. Will need to be monitored when interpretive signs are placed.
- Email, John Freitag, RE: Options for Town Office
- Town of Chelsea LHMP Draft for our review

13. Other

- Town Office is closed tomorrow so that staff can attend the Vermont Municipal Clerks and Treasurers Annual Conference.
- Monica Alsup has requested guidance to obtain permission to put a coffee roaster in the shed across from the Town Office. She will be referred to the Zoning Board.

Meeting adjourned at 8:37 pm

Respectfully submitted,

Mary Linehan
Recording Clerk