

## Stafford Selectboard Meeting Minutes

Wednesday, May 26, 2021 at 6:00pm at Town Office and via Zoom

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

Others participating: Lisa Bragg, John Freitag, Jon McKinnon, Jennifer Brown, Susan Tiholiz

Meeting started 6:00 pm

### 1. Public Concerns

- Liaison contacted by Dottie Dubey regarding a drainage issue due to new culvert and ditching on Taylor Valley Rd. Road Foreman is aware of the problem and dealing with the issue.
- Mark Chute has requested a yield sign at the intersection of Van Dyke and Old City Falls Rds. Road Foreman can install a yield sign and will inform TRORC.
- Roz has requested a repainting of the cross walk at Barrett Hall. Road Foreman plans to do this but is intends to wait until after the planned repaving of the road this summer. Discussion re: increased foot and vehicle traffic in the Lower Village which may increase safety issues. Suggested that road crew place safety cones at Barrett Hall crossing, in front of the gym and in front of the Town Office to reduce speed violations. Roz also requested a cross walk at the sharp turn on Rte 132 near her house. This has been considered before and requires further discussion with TRORC to appropriately address this; Road Foreman will contact TRORC.

### 2. Emergency Management COVID 19 – Governor Scott lifts masks for vaccinated individuals and accelerates the Vermont Forward Plan. All details are at [www.vermont.gov/vermont-forward](http://www.vermont.gov/vermont-forward).

### 3. Town Highways and Equipment Update. Foreman reported that the Fire Dept has offered to donate to the Highway Dept the old fire truck, for use in spreading chloride. Cab has low mileage and with modifications (new pump and tank when current ones fail), it can be used for several years more. The refurbished fire truck can be used in place of the planned purchase of a utility trailer in 2021 town budget.

#### Highway Correspondence:

- Tyson Bridge, Turnpike Rd. and Alger Brook Rd. update. Foreman reports the bridge repair progress is good and the work quality is also good.
- Highway Access Applications for Willis Phelps on Alger Brook Road and David Paganelli for Ashley Forest on Nutting Road. Road Foreman contacted GMP re: Alger Brook Rd. plan, and GMP confirmed that the parking site was OK. Liaison contacted David Paganelli and confirmed that the plan is to extend the Town truck turnaround, and there will be no costs to the town. A possible issue is that parkers may block the turnaround, Road Crew will put up signs to restrict parking. May increase the snowplowing burden by the towns of Stafford and Sharon. Motion passed to approve the highway access applications for Willis Phelps on Alger Brook Road and David Paganelli for Ashley Forest on Nutting Road.

- Agreement for Strafford Town Garage Storm Permit Renewal (P2147B, Project No. 11194) approve and sign. Outlet for one of the ponds is not working and the pipe needs to be replaced to manage the water level. Foreman confirmed that this must be done to get storm water permit approval. Motion passed to sign the agreement for the Strafford Town Garage Storm Permit Renewal (P2147B, Project No. 11194).
4. General Correspondence:
    - Email updates from the State Emergency Operations Center Situation Reports, re: **COVID 19**, Vermont Department of Health, The Office of the Governor, TRORC and VLCT
    - Geoff Martin, IRC, TRORC, RE: FY22 IREC Agreement to sign. A seventh town (Norwich) has been added to the agreement. Cost to Strafford remains the same, as TRORC was previously subsidizing the activity. IREC program may be helpful in helping the towns access AARP funds if energy issues are included. Motion passed to sign the FY22 IREC agreement. Rett opposed the motion.
    - Leslie Berger, RE: Art Camp (summer). Leslie has requested that the camp staff be hired as employees. Treasurer reports that VLCT has advised that insurance, personnel policy, background checks, salary scales and tax documentation will be required to hire the camp staff. Discussion re: the increased burden this puts on the Town Treasurer and alternative management options (via Newton School, setting up the camp as a discreet entity, managed by Rec Board). Treasurer will gather final information from VLCT about requirements. Liaison will discuss further with Rec Board. Agreed that Town comply with tax and hiring requirement, and the commitment to finding ways to support boards to continue to organize clubs, events and activities.
  5. Approve minutes to the May 12th regular meeting. Proposed modification to the minutes to document the changes in the highway grant work: *Foreman worked with TRORC to ensure that we get the most work from the grant funds and obtained modified bids from the vendors.* The revised bids were reviewed, and the lower cost bid was accepted. Motion passed to approve minutes with the proposed modification. Toni abstained due to absence during the May 12 meeting.
  6. Tax Anticipation Note (TAN) and Internal Financial Controls Checklist for Municipalities review and sign. Town Clerk obtained an interest rate of 2.8% for \$392,293.20 from Mascoma Bank. Motion passed to sign the Tax Anticipation Note with a rate of 2.8% for \$392,293.20 from Mascoma Bank.
  7. Policy – fund raising for town projects. Chair is working with the Town auditor and VLCT to prepare guidelines that are consistent with US law for managing donations to Town activities.
  8. Ashley Forest updates. Sharon passed the article to accept the Ashley Forest during Town Meeting. Upcoming meetings will focus on developing the conservation easement and interlocal agreement. Once these are prepared, the committee plans to meet with the Vermont Land Trust, conduct a courtesy meeting with AVC, and then present the documents to the two Selectboards for review and approval, and obtain legal review of the documents. Committed anticipates a single bank account, with both Town Treasurers as signatories, and a 50-50 sharing of the costs and potential timber proceeds. Discussion about how other funds raised might be shared; noted that the guidelines for fund-raising discussed in item 8 might be used.

9. Town office facility repairs. Liaison reported having difficulty getting bids for stair repairs due to the fact that contractors are fully booked a year and a half out. Repairs to the front porch and entry are estimated at \$5,500. Will require that the office be closed for up to 2-3 days. Also seeking estimate for lead paint abatement. Due to safety concerns for the stairs to second floor, and the challenge to finding contractor, it may be necessary to close the second floor and move the listers office to a temporary work site.
10. Junk Yard Update. Certified letters were sent to request a suitable plan with a 30-day grace period before fees are levied. Communications have been received from three of the seven letters; three additional sites were visited and have made progress on clean-up plans-- two letters were sent requesting updates on clean-up plans and one site has been cleaned up and is being sold. Visits of sites will be conducted on Tuesday. Liaison will be meeting on Friday with one homeowner to discuss a plan for clean-up and resolution of other issues.
11. Town Facilities use agreements. Requests were received for use of Town Common or the Town House on 6/16 for Newton School graduation; use of Murray Field on 8/8 for Lions Club Citizen of the Year; use of the Common on Friday and Sunday evenings 5-6 pm for yoga. Motion passed to approve all three town facilities use agreements.
12. Liaison updates
  - Recreation Board. Rec Board does not currently have a manager (John Freitag previously did this, and there is a stipend for the role). Rec Board does not see this position being filled and would like to have the Road Crew handle cleaning of road runoff twice a year, as had been done previously. Rec Board would also like to upgrade the trash and recycling receptacles and requested an \$450 additional for their budget. Treasurer reported that the current Recreation budget is \$4,200 and they also have a reserve of \$8,550. Liaison will advise the Rec Board to use the existing funds for this expense.
  - Pocket Park Expenses. There have been recent requests for reimbursements without receipts. Treasurer intends to reimburse these costs, and to require that for all future expenses, receipts and a request form will need to be provided, for the Pocket Park and all other boards and committees.
13. Other
  - ECFiber has notified the Town Clerk that it cannot put the hub behind the Town Office as planned due to landscaping work at the Brick Store. This issue will be on the agenda for next week. Pat Kelly will respond to ECFiber with potential options for placement of the hub.
  - Town Office Planning committee has prepared a statement of work detailing tasks to be undertaken.
  - Future selectboard meetings will be held in person with continued participation via zoom for non-selectboard members, until further guidance is provided by the State.

Meeting adjourned at 8:16 pm.

Respectfully submitted,

Mary Linehan, Recoding Clerk