

**Monkton Select Board Meeting Minutes**  
**June 25, 2012** (Approved 7/9/12)  
**Monkton Town Hall**

1. Call to Order: Chair J. Phillips called the meeting to order at 7:00 PM.
2. Select Board (SB) Members Present: Anne Layn, John McNerney, John Phillips, Stephen Pilcher

Select Board Member Absent: Peter Norris, Sr.

Others Present: Town Treasurer Charles Roumas, Town Health Officer Robin Hopps, Conservation Committee members Steve Parren and Chris Slesar, Debra and Vic Burbo, Energy Committee members Wendy Sue Harper and Jay Frater, Bill Joos

3. Announcements: None
4. Regular Business:
  - a. **Approve minutes** of Previous Meeting: The Board reviewed the minutes of June 11, 2012. **A. Layn moved to approve the 6/11/12 meeting minutes as written; motion seconded by S. Pilcher. Voted and approved.**
  - b. The SB reviewed and approved the following **check warrants**:
    - A/P# 20618, 6/18/12, \$29,451.18
    - P/R# 20618, 6/18/12, \$10,127.37
    - A/P# 20625, 6/25/12, \$43,937.70
  - c. There were no **overweight permits to review**.
5. Old Business:
  - a. Monkton - Astle Agreement: The SB reviewed a draft copy of the settlement documents prepared by town attorney Roger Kohn on terms favorable to the town (involving the interest rate to apply and term of payments). **S. Pilcher moved to have the SB formally approve the settlement of the matter between the town and Paul Astle, as documented; seconded by J. McNerney. A brief discussion followed. Voted and approved.**
  - b. Curb Cut Application – Burbo (#12-024): The Burbos appeared to discuss further their curb cut(s) application at their residence on Rotax Rd. S. Pilcher confirmed that the eastern access point has been used for agricultural purposes. **S. Pilcher moved to approve the new curb cut application submitted by the Burbos. A. Layn seconded the motion.** A brief discussion continued, confirming the agricultural access allowed by the curb cut. J. Phillips commented on the circular driveway that has resulted at the Burbo residence. A. Layn asked about the history of circular driveway

approvals in town. V. Burbo confirmed that no culvert is involved in their pending curb cut application. A. Layn commented on the improved safety aspect resulting from the 2<sup>nd</sup> curb cut. J. McNerney commented on maintenance issues sometimes involved in curb cuts. **S. Pilcher called the question. With no further discussion, the motion was voted and approved.**

- c. Conservation Committee - Grant: Project Manager C. Slesar and S. Parren appeared to provide an update of the committee's activities. C. Slesar advised that a new Vermont Fish and Wildlife Department grant (approx. \$40,000) is forthcoming, and requested that the town be named as a sub-recipient. C. Roumas appeared as well, and confirmed that nearly all wildlife crossing project expenses to date have been reimbursed. S. Pilcher asked how much private money has been raised so far (approximately \$12,000). C. Slesar estimates that another \$100,000 in private contributions/in kind donations might be necessary to complete the project. C. Slesar and S. Parren responded to various questions from the SB. J. Phillips, as Chair of the Select Board, was designated as the sub-recipient on the grant documents.
- d. Health Officer – Lead Paint Issue: Health Officer R. Hopps discussed her email reply to the Monkton resident who expressed concern about the lead paint removal at the Friends Methodist Church on Monkton Ridge. R. Hopps will also mail a hard-copy of the email to the concerned party, who has not replied to the email. R. Hopps reiterated the safety practices that must be followed by those working on the project. R. Hopps confirmed her contact with a VT state official who provided advice. In an unrelated matter, R. Hopps asked if cabinet space could be found at Town Hall to accommodate Health Officer-related documents and historical records. J. Phillips will pursue.

6. New Business:

- a. Energy Committee – PACE & Solar Array: J. Frater discussed what needs to happen to create a Property-Assessed Clean Energy (PACE) district in Monkton, as was approved on March 6, 2012 at Town Meeting. W. Harper circulated draft documents for review by the SB. The Town of Middlebury has been used as a basis for its approach and document preparation. W. Harper confirmed that major content changes have been made to the program description and guidelines for Monkton, as compared to Middlebury. S. Pilcher inquired about the timeline to consider. J. Frater confirmed that August 1<sup>st</sup> is the first 2012 deadline. The SB expressed concern about the short deadline, with 2013 as preferable. S. Pilcher asked for a confirmation of the town's obligation(s) under the PACE program. J. Frater replied that the obligations are minimal, and shared briefly some details. W. Harper confirmed the Energy Committee's role in the program. J. Frater indicated that he will be the program's contact person. S. Pilcher asked for a working timeline/next step from the Energy Committee. W. Harper mentioned the need to involve Efficiency Vermont and the town attorney in the process. The SB mentioned

the need for a public hearing, which is contemplated to occur in September/October 2012. The SB and Energy Committee discussed how to best keep Monkton residents informed of their progress with the PACE program. W. Harper confirmed that the energy audit of the town garage is scheduled for July 10, 2012. W. Harper mentioned some financing options that may be available to fund projects. W. Harper reported of her recent site visits around town with Acorn Energy representatives involving solar arrays. W. Harper solicited SB feedback on what the Energy Committee might do to benefit the town. S. Pilcher commented on the Monkton Central School Board and its possible interest in alternative energy sources/conservation efforts. W. Harper confirmed that the Energy Committee will meet with the MCS Board.

- b. Meeting Process: W. Harper mentioned “meeting process” as an important consideration to holding more productive meetings in Monkton. W. Harper recommended holding a training session for all interested residents, most notably those who serve on the various committees in town.
- c. Mary Gerdt Email: The SB received an email from M. Gerdt expressing concern about the availability of minutes from various town committees. The SB confirmed that committee minutes are made available at town hall and posted online @ <http://monktonvt.com>.
- d. Dog Licenses: The SB considered what remedy to pursue for Monkton dog owners who fail to register their animals annually. The SB considered suggested language to notify offending dog owners, and discussed circulating the relevant VT state statute. The SB discussed the need for dogs to have current rabies vaccinations prior to registration. J. Phillips will discuss further with Town Clerk Sharon Gomez.
- e. Fuel Bid Renewal: J. Phillips expressed frustration with fuel suppliers who have not been responsive to the town’s bid requests. For further discussion at the next SB meeting.
- f. Town Website: J. Phillips has spoken with S. Pilcher about website content. The SB discussed approaches to keep the website up-to-date, with outdated news retired, and new information posted in a timely manner.

#### 7. Other Business:

- a. Monkton 250<sup>th</sup> Founding Celebration Committee: The SB wishes to recognize the leadership of Kristen Farrell and the Committee for creating a very enjoyable and memorable event on June 24<sup>th</sup>. The SB congratulates and thanks all participating residents for a job very well done, including the many residents who worked behind-the-scenes. Bravo!
- b. SB Meeting Minutes – Posting & Availability: The SB reviewed the existing process of preparation and distribution of SB meeting minutes. B. Joos and

J. McNerney commented on the how the minutes are produced, and then uploaded to the town website, respectively. The SB considered the regular posting of minutes at the Monkton General Store going forward. The responsibility of formal posting the minutes was discussed as well; the Town Clerk was mentioned as the appropriate party to file/post the minutes.

- c. Idling Vehicles – Policy To Consider: In response to a resident’s complaint, S. Pilcher expressed the need to gather information and discuss a vehicle idling policy at an upcoming SB meeting. “No Idling” signs may be considered, but the need for exceptions was also noted.
- d. Executive Session - Personnel: **S. Pilcher moved to go into Executive Session at 9:07 PM to discuss a personnel matter; seconded by A. Layn. Voted and approved. Motion made by S. Pilcher to come out of Executive Session at 9:13 PM; seconded by A. Layn. Voted and approved.**

8. Adjournment:

**Motion made by S. Pilcher to adjourn at 9:15 PM; seconded by J. McNerney. Voted and approved.**