

MONKTON SELECTBOARD MEETING
MINUTES
Tuesday, July 25, 2023

The meeting was called to order by Stephen Pilcher at 7:02 pm.

Members in attendance: Stephen Pilcher (chair), Paul Low, Walter Crandall, Marikate Kelley

Members absent: John McNerney

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Debra Sprague, Jane Palmer

ANNOUNCEMENTS:

S. Pilcher commented that the Monkton Road crew did an admirable job with all the rain; they were right on top of things.

S. Pilcher noted that there are several kids on dirt bikes and ATVs on Covered Bridge Road and elsewhere driving too fast, riding in Morse Park, spraying gravel near pedestrians. He would love to introduce them to the sheriff.

S. Pilcher said the town will change the email server starting 7/29/23. People will be notified and they will need to change passwords. He said there are 58 active accounts. There was discussion about how to remove unused accounts or limit accounts.

REGULAR BUSINESS:

APPROVE MINUTES

M. Kelley moved to approve the minutes of July 11, 2023 as written. W. Crandall seconded. All voted in favor

REVIEW AND APPROVE CHECK WARRANTS

P. Low moved to approve AP 30717 in the amount of \$47,190.59. M. Kelley seconded. All voted in favor.

W. Crandall moved to approve PR 30717 in the amount of \$12,764.80. P. Low seconded. All voted in favor.

W. Crandall moved to approve PR 30731 in the amount of \$11,093.90. P. Low seconded. All voted in favor.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

none

FACILITY USE REQUEST

There was a request to reserve the patio, a first, said P. Low.

PUBLIC COMMENT

J. Palmer, Animal Control Officer, said Monkton needs a place to impound dogs. There was a dog at large in a complex situation who needed a safe place until the owner could be located. She checked with other towns to see what process they had. There was a discussion about whether written warnings were useful. J. Palmer will be attending a conference about ACO enforcement. S. Pilcher asked J. Palmer to report back.

NEW BUSINESS:

802 COCKTAILS LIQUOR LICENSE

P. Low moved to approve the application for license number 29621 from the VT Division of Liquor Control on 8/19/23. W. Crandall seconded. All voted in favor.

TYLER BRIDGE CULVERT - OTTER CREEK PROPOSAL

S. Pilcher said Otter Creek estimated \$4700 for a proposal on the culvert. S. Wilbur said a Class 2 Highways Grant may help cover the costs as well as part of the replacement culvert. **M. Kelley moved to approve the Otter Creek Engineering proposal for engineering services in the amount of \$4700. W. Crandall seconded. All voted in favor.**

BIKE/PED COMMITTEE RECOMMENDATION

S. Pilcher said there was only one bidder, Dubois and King, for the scoping study project. It was well rated by the committee. S. Wilbur said VTrans wants more of an archeological site review. S. Wilbur said there are other needs: traffic counts, public announcements. S. Pilcher said the committee recommends Dubois and King for the scoping study. The grant is for \$40,000, the proposal was for \$39,685. It was agreed to revisit the topic at the next meeting.

APPOINTMENT OF MEMBER TO ATTEND USFS CIVIL RIGHTS INTERVIEW PURSUANT TO FEDERAL GRANT

M. Kelly moved to approve S. Pilcher to attend the USFS civil rights interview pursuant to the federal grant for the town forest. W. Crandall seconded. All voted in favor.

UPDATED CURB CUT APPLICATION

There was discussion about existing driveways. There was discussion about changes to make the application clear and thorough. **P. Low moved to approve the updated road curb cut and accessibility application. W. Crandall seconded.** It was requested that a date of revision be added. **All voted in favor.**

ARPA REQUEST - MVFD

There was discussion about the specifics of the request. A representative from the fire department will be asked to come talk to the Selectboard.

ARPA REQUEST - TOWN CLERK LAND RECORDS DIGITIZATION

S. Pilcher explained the request for \$25,000. Digitizing the land records would serve as a back-up of physical paper documents; the records would load into NEMRC, and be searchable. There may be a watermark that prevents a page from being fully viewed until a fee is paid. The Selectboard wanted to continue the revenue stream that supports the restoration of records. It was noted that the Town Clerk will be using part of their budget to pay for the digitization. **M. Kelley moved to approve up to \$25,000 ARPA funds for the land records digitization and indexing. W. Crandall seconded. All voted in favor.**

PACIF LOSS CONTROL / SAFETY INSPECTION

no action taken

EMAIL SERVER

There was discussion about costs associated with Zoho Mail and active/inactive email accounts. There was discussion about current services and future needs.

IT SUPPORT

There was discussion about posting a Request For Quotes for IT services, and existing services.

BUDGET STATUS REPORT

There was discussion about current revenues and expenses.

OLD BUSINESS:

SALVAGE YARDS IN MONKTON

S. Pilcher noted he continues to ask for enforcement through the Agency of Natural Resources, but has heard nothing.

LOWER TOWN HALL PARKING LOT

no action taken

BEAVERS

no action taken

OTHER BUSINESS:

S. Pilcher stated that the Municipal Road General Permit for fiscal year 2024 is for \$18,000, for ditching and stone to reduce erosion. **P. Low moved to approve the Municipal Roads General Permit for \$18,000 for fiscal year 2024. W. Crandall seconded. The vote passed 3-0-1. M. Kelley abstained.**

S. Pilcher noted that Steve True is the zoning administrator for Ferrisburg and may be interested in the work in Monkton. There was discussion about changing the Selectboard meetings to Mondays.

The next meeting will be Tuesday, August 8, 2023 at 7:00pm.

EXECUTIVE SESSION:

none required

P. Low moved to adjourn the meeting at 8:43 pm. All voted in favor.

Respectfully submitted,

Jessica Demeritt.