

MONKTON SELECTBOARD MEETING
MINUTES

Tuesday, February 13, 2024
(Approved 2/27/24)

The meeting was called to order by Stephen Pilcher at 7:04 pm.

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

Members absent: none

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Jaime Schulte, Lauren Parren, Candace Polzella, Robin Hopps, Larry Pike, Susan Davis, Charles Paine, Denise Daulton, Tom Kenyon, Patrick Polzella, Debra Sprague

ANNOUNCEMENTS:

S. Pilcher said on Thursday there would be a meeting on the local hazard mitigation plan; it will be posted on the town website. The town updates the plan every five years to identify hazards in the community and strategies to deal with them. Doing this work makes some additional funds available to the town.

S. Pilcher reached out to the Turning Point Center to see about sharing Monkton's opioid settlement funds.

REGULAR BUSINESS:

APPROVE MINUTES

J. McNerney moved to approve the minutes of January 23, 2024 as amended. M. Kelley seconded. All voted in favor.

REVIEW AND APPROVE CHECK WARRANTS

J. McNerney moved to approve PR 40129 in the amount of \$15,823.81. M. Kelley seconded. All voted in favor.

J. McNerney moved to approve PR 40212 in the amount of \$12,803.79. W. Crandall seconded. All voted in favor.

J. McNerney moved to approve AP 40212 in the amount of \$58,139.30. M. Kelley seconded. Winter sand and gravel were a large part of the expense. All voted in favor.

J. McNerney moved to approve AP 40129 in the amount of \$12,983.36. W. Crandall seconded. All voted in favor.

J. McNerney moved to approve AP 40125 in the amount of \$28,409.95. W. Crandall seconded. Truck repairs were part of the expense. All voted in favor.

J. McNerney moved to approve AP 40213 in the amount of \$6,379.32. M. Kelley seconded. All voted in favor.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

The following overweight permits were reviewed and approved:

Rice Lumber Company Inc.
Giroux's Poultry Farm, Inc.
Chevalier Drilling Co. Inc.
BP WasteWater Services LLC
K. Pope & Sons, Inc.
Fyles Bros. Inc.
OnSite Septic Solutions LLC
VELCO
Weston Pulpwood Sales, Inc
Mr. Bult's Inc.
Spafford & Sons of Williston VT Inc
Hinesburg Sand & Gravel Co. Inc
ALH Transit
Casella Waste
Curtis Lumber Co. Inc.
J. Hutchins, Inc
LaPete Construction & Trucking LLC
Tim Thompson Trucking

FACILITY USE REQUEST

P. Low said there were eight requests, including one on April 8 for the full solar eclipse.

PUBLIC COMMENT

J. Demeritt commented that someone has been dumping trash at town drop off. The Addison County Sheriff's office was contacted.
T. Kenyon asked about Todd Eaton of VT Local Roads and the road foreman. P. Low noted that according to Junior Lewis, the road beds need more gravel and better drainage to support that. T. Kenyon asked if the road crew takes classes, how will the town retain them. S. Pilcher replied that the town is making progress. It was noted that classes fill up quickly and registration has not yet opened. T. Kenyon asked who needed to reach out to Todd Eaton. P. Low replied that it was the road formen's responsibility. T. Kenyon asked about responsibility regarding chain usage. He asked if the Selectboard town highway liaison would be attending meetings with the road crew and Todd Eaton. T. Kenyon expressed concern about responsibility for the protection of the town trucks and safety of individuals regarding chain use.

NEW BUSINESS:

ARPA REQUEST - EAST MONKTON CHURCH

C. Polzella thanked S. Wilbur for his help, noting her information packet. The East Monkton Church Association was requesting the use of ARPA funds for accessibility into the church. L. Parren noted that there were 20 letters of support. P. Low asked about a parking space, and if it was included. L. Parren replied that

it was included in the request. P. Low asked how many cars could park to access the ramp. C. Polzella noted that 10 spaces would be off the road. It would be on grass parking. M. Kelley noted church services and community use. It is no longer a church, said C. Polzella. M. Kelley asked what the process was to use the space. C. Parren said individuals would need to contact the East Monkton Church Association. It was noted that alcohol is not allowed on the grounds, and that they are working on a DEI statement as well as an equal opportunity statement. M. Kelley asked if anyone had been turned away and the answer was no. J. McNerney asked if \$25,000 was 100% of the cost. C. Polzella answered that the quote was a few years old and they are pursuing grants. R. Hopps said a website will be launched which will clarify how and when and who may use the space. P. Low clarified that there were time limits on when the ARPA funds can be used. He noted that the funds would be lost if not spent by 2026. S. Pilcher asked if the grant money did not come through, what would the \$25,000 be spent on. It was noted that the money would be spent on the ramp and entrance. M. Kelly asked about the policy regarding fees. It was noted that the fee schedule is similar to the one used for the town's community room. It was noted that the building is on the national historic registry. P. Low asked if there were bathroom facilities at the church. It was noted that there is electricity but no running water. J. McNerney asked how much uncommitted ARPA funds were available. S. Pilcher said he thought there was about \$89,000 not yet committed. M. Kelley said she was generally supportive of the project, but is looking for a bit more information on policies. She noted that there is not as much ARPA money as there once was, so it needs to be balanced for the benefit for the community. R. Hopps said she would share the link to the website when it was up. L. Parren said many people in support of the project referenced the need for an intergenerational space.

CLASS 4 HIGHWAY POLICY

S. Pilcher said the policy is to cover all the class 4 roads in town. There was discussion about the policy. P. Low noted that there are 7 residences on 1/10 of a mile on Dart Hill. He noted that the town had never stood up to manage a class 4 town road. He mentioned a study may be necessary to determine the actual amount of use on a given class 4 road. Discussion continued on clarifying the policy. P. Low expressed concern about changing the guidance on class 4 roads. There was discussion about applications, policies, forms, right of way, and curb cuts. S. Pilcher suggested they might want a right of way policy that covers all roads. There was discussion regarding right of way application versus right of way policy.

REQUEST TO RECLASSIFY OLD AIRPORT ROAD

J. Schulte noted that the committee was a year and one half into the town forest project. He discussed access for the public to the town forest. He suggested access from Old Airport Road was best. He noted the town would be responsible for about half the road frontage once the forest was purchased. A road agreement is in process. The residents would like the road to be a class 4 road

for liability. Old Airport Road is currently a private road. Would it be most economical to have the town be responsible for maintenance? A class 4 road would help that: access, liability, and cost are all advantages for the town to go from private to a class 4 town road. The Town Forest Committee is asking for a hearing regarding changing the road from private to class 4. M. Kelley asked if the residents on the road were willing to do that. J. Schulte said he thought everyone was supportive at this point. S. Pilcher described the process for a hearing. D. Daulton explained that the request was to reclassify Old Airport Road as a class 4 road because of liability regarding maintaining the road for the public. There will be more traffic to access a town forest and keeping it private seems illogical for the residents of the road, the forest is for all the town, and the liability and expense should be shared by all the town. M. Kelley noted that it was not clear that there was more liability or more cost with the town forest access. **M. Kelley moved to approve a request for a hearing on Thursday, March 28, 2024, for Old Airport Road to become a class 4 town road. J. McNerney seconded. The vote passed 4-0-1. W. Crandall abstained.** W. Crandall did not participate in the discussion in accordance with the conflict of interest policy.

TOWN FOREST COMMITTEE SIZE

J. Schulte said the alternate has been fully participating, and would like to become a full time member. The committee is very busy. Increasing the size would allow the committee to complete more work. There was discussion about the founding of the committee and the future of the committee. **M. Kelley moved to make the Town Forest Committee a 7 member committee. W. Crandall seconded. All voted in favor.**

COMMITTEE APPOINTMENTS

J. McNerney moved to appoint CJ Buzzy to the Town Forest Committee as a full member from an alternate. W. Crandall seconded. All voted in favor. **P. Low moved to appoint Sarah Bouchard to the Rec Committee for a term expiring March '25. M. Kelley seconded. All voted in favor.**

NEW PERSONNEL POLICY REVIEW SECTIONS 6-12

It was noted that the town clerk is an elected official, not a town employee. Changes to the personnel policy were discussed. M. Kelley noted that the hiring policy would become a new separate policy.

TA60 TOWN HIGHWAY FINANCIAL PLAN

P. Low moved to approve the annual financial plan for the town of Monkton highways for 2024. W. Crandall seconded. All voted in favor.

TOWN ROAD AND BRIDGE STANDARDS

P. Low moved to approve the town road and bridge standards for Monkton. W. Crandall seconded. All voted in favor.

TOWN CONTACT INFORMATION

S. Wilbur said it was a list of the town officers for the agency of transportation. He asked folks to please check for accuracy.

OLD BUSINESS:

none

OTHER BUSINESS:

S. Pilcher said there was a public records request for pay rates in 2023.

S. Pilcher would like to do an employee evaluation with Bill Joos, similar to the one done with the town administrator. J. McNerney questioned if information he had was current in order to do an evaluation.

S. Pilcher said Mary Morris noticed that the Welcome to Monkton signs looked pretty ratty. There was discussion about how to replace them. J. McNerney agreed to look into it.

S. Pilcher said they had applied for a level 2 electric vehicle charger. He wanted to make sure that a level 3 charger was not preferred. J. McNerney noted that the infrastructure required to support a level 3 charger was quite expensive. He questioned whether the existing town hall electrical system could handle it.

W. Crandall said he met with the road foreman about a culvert under a driveway on Boro Hill Road. S. Pilcher noted that the town highway policy says homeowners are responsible for their driveway culverts.

J. McNerney said the VLCT newsletter listed a number of grants for fire fighting equipment. He suggested contacting the MVFD to see if any of these would be a good fit, without imposing excessive burdens on volunteer department members. If so, perhaps he town could assist with grant application writing.

W. Crandall noted that he is trying to get the town highway work posted on the town website to assist in information sharing.

The next meeting will be Tuesday, February 27, 2024 at 7:00pm.

EXECUTIVE SESSION:

none required

W. Crandall moved to adjourn the meeting at 10:09pm. All voted in favor.

Respectfully submitted,

Jessica Demeritt