

MONKTON SELECTBOARD MEETING
MINUTES
Tuesday, April 23, 2024
DRAFT

The meeting was called to order by Stephen Pilcher at 7:00 p.m.

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

Members absent: none

Others in attendance: Jessica Demeritt (recording secretary), Stan Wilbur (town administrator), Les Tracy, Tom Kenyon, Debra Sprague, Stan Bunal, Shane Lawrence, Pete Bouvier, Pecor Heffernan

ANNOUNCEMENTS:

S. Pilcher shared a thank you note from the East Monkton Church for the award of ARPA funds. There was also a thank you from the Turning Point Center for Monkton's support. A final thank you note was from an out of town visitor who enjoyed the eclipse party. S. Pilcher noted that Phil Russell is stepping off the Development Review Board. J. McNerney said there were a couple of letters of interest.

REGULAR BUSINESS:

APPROVE MINUTES

J. McNerney moved to approve the minutes of April 9, 2024 as written. W. Crandall seconded. All voted in favor.

REVIEW AND APPROVE CHECK WARRANTS

J. McNerney moved to approve PR 40422 in the amount of \$13,062.36. W. Crandall seconded. All voted in favor.

J. McNerney moved to approve AP 40422 in the amount of \$23,303.58. W. Crandall seconded. All voted in favor.

J. McNerney moved to approve AP 40416 in the amount of \$27,886.23. J. Szarejko seconded. All voted in favor.

J. McNerney moved to approve AP 40408 in the amount of \$46,895.87 W. Crandall seconded. All voted in favor.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC

The following overweight permits were reviewed and approved:

Cardinal Logistics Management

Browns Certified Welding

Driscoll Brothers Excavating

J&J Pinnell Trucking

S. Denton Excavating

Vaillancourt Transport

Mike Morse Trucking

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Goodro Lumber Company
Kimball Transport, LLC
Multy Builders, LLC

FACILITY USE REQUEST

W. Crandall said there were a few. There was discussion about clarifying when alcohol may be served at an event.

PUBLIC COMMENT

none

NEW BUSINESS:

HIGHWAY DEPARTMENT STATUS UPDATES

S. Lawrence said he had received a couple of applications for open positions. A paving bid came in for Bristol Road for \$173,000. There was an estimate for \$36,798 to pave a section of the Ridge. S. Lawrence is investigating seal chipping. S. Lawrence said grading is ongoing, and Bristol is coming to do some training sessions. Ditching on Roscoe Road starts on April 24. S. Lawrence said he purchased some used tires for the grader. Municipal Roads Grant Program money was discussed. There was discussion about Nichols Road. T. Kenyon asked if there were issues with punctured tires from some types of gravel. There was discussion about a culvert at the intersection Hardscrabble and Old Airport Road. S. Lawrence spoke about beaver training with Vermont Fish and Wildlife about how to make a beaver baffle, and that they will help make a beaver baffle.

HIGHWAY EQUIPMENT / CAPITAL FUND

P. Bouvier spoke about how Bristol funds their capital equipment fund. He said there are 15 different capital accounts. Since they are dedicated funds, unused funds remain in the accounts at the end of the year, available for future expenses. He explained that having the funds allows for purchasing before voter approval. Undesignated general account funds (or a surplus) can be reallocated with voter approval to an account that needs bolstering. There was discussion about the Monkton budget and the Bristol budget. There was discussion about an equipment replacement schedule. P. Bouvier said they are trying to make an even budget without the spike of an equipment loan. There was discussion about sharing space or equipment between towns. There was discussion about using crushed asphalt.

HIGHWAY DEPARTMENT HIRING

L. Tracy expressed interest in a part time job with the Monkton road crew. He has extensive prior experience. T. Kenyon spoke positively about hiring an experienced applicant. M. Kelley said that town policy is to check references. Salary discussions are ongoing.

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KENYON OLD AIRPORT ROAD

T. Kenyon gave some history on the land sales on Old Airport Road. There was discussion about T. Kenyon asking the town to repurchase some lots which are in the right-of-way which he purchased from the town in 1996. He is asking \$5000, less \$1000 which he would donate to the Town Forest project. S. Pilcher said we all agree that the town is not taking the road when it changes from private ownership to a class 4 road. T. Kenyon explained that he purchased those road parcels to guarantee access. He was concerned that his rights would change under the new designation. S. Pilcher explained that when the town created a class 4 road, they would put up signs, right of way work would need permission, and curb cuts would need permission. There was discussion about keeping good relations with T. Kenyon and maintaining progress on the town forest. There was discussion about W. Crandall and J. Szarejko not participating in the discussion, recusing themselves to avoid a conflict of interest. S. Pilcher expressed gratitude to T. Kenyon for coming in for discussion. He believes the next step is an executive session for the Select Board to discuss.

CURB CUT - PATRICK DENTON

S. Lawrence and J. Szarejko will check the site for curb cut compliance.

LOCAL EMERGENCY MANAGEMENT PLAN

J. McNerney moved to adopt the LEMP for 2024. J. Szarejko seconded. All voted in favor.

ADDISON COUNTY REGIONAL PLANNING COMMISSION PUBLIC WORKS MUTUAL TRADE AGREEMENT

S. Pilcher explained that Monkton participates in mutual aid in the event of extreme events. **W. Crandall moved to adopt the ACRPC Mutual Aid agreement. J. McNerney seconded. All voted in favor.**

APPOINTMENTS

J. McNerney read off the following list of appointments for people who had expressed interest in positions:

Emergency Management Director: Stephen Pilcher 1 year exp March 2025

ANAC: Deborah Houghton 3 year exp March 2027

ANAC: Jessica Demeritt (alternate) 3 year exp March 2027

Town Forest Committee: Jessica Demeritt

W. Crandall moved the slate of appointments. J. Szarejko seconded. All voted in favor.

S. Pilcher noted that he asked a number of people in town to consider becoming the town health officer. The health officer typically investigates health-related complaints handles issues with , dog bites, among other things.

LIQUOR LICENCE - YATES FAMILY ORCHARD

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J. McNerney moved to approve the liquor license application for Yates Family Orchard . W. Crandall seconded. All voted in favor.

LIQUOR LICENCE - BEVO

J. McNerney moved to approve a request to cater permit from BEVO for the date 5/11 to 5/12. W. Crandall seconded. All voted in favor.

COMMUNITY ROOM KEYPAD

There had been discussion about using a keypad instead of a key for the community room door. There were two proposals. **M. Kelley moved to approve the community room door quote for \$3284 subject to confirmation that if power is lost it will not affect security or access. J. McNerney seconded. All voted in favor.**

SCHEDULE DELIBERATIVE SESSION RE: OLD AIRPORT ROAD

S. Pilcher explained that the session would discuss: will the town layup and accept OAR as a class 4 town road. A deliberative session is not open to the public, said Stephen Pilcher. It needs to occur within 60 days after the hearing.

NEW PERSONNEL POLICY REVIEW

no action taken

OTHER BUSINESS

M. Kelley asked S. Pilcher to get advice from the town attorney about road ownership.

S. Pilcher will not be available on May 14, 2024. M. Kelley may not be available either.

EXECUTIVE SESSION:

none needed

The next meeting will be Tuesday, May 14, 2024, at 7 p.m.

J. Szarejko moved to adjourn the meeting at 9:27 p.m. All voted in favor.

Respectfully submitted,

Jessica Demeritt