

MONKTON SELECTBOARD MEETING
DRAFT MINUTES

Monday April 27, 2020

REMOTE MEETING ONLY – Meeting will be recorded and recording posted

Zoom Meeting ID 802-453-3800

Telephone Number to attend meeting by phone 646-558-8656

CALL TO ORDER:

S. Pilcher called the meeting to order at 7:02pm

ATTENDANCE:

Members Present via Zoom: Stephen Pilcher, John McNerney, Marikate Kelley, Paul Low, Bill Martin

Members Absent: none

Others Present via Zoom: Whitney Leighton, Jaime Schulte, Julia Parker-Dickerson, Ben Hollwedel (Road Foreman), Kathy Nolan (Assistant Treasurer), unidentified iPhone caller, Betsy Brown (Recording Secretary)

ANNOUNCEMENTS

The Selectboard meetings are being recorded and being put on the Town website. The link to access the recordings is here:

<http://monktonvt.com/town-hall/select-board/select-board-recordings/>

REGULAR BUSINESS:

APPROVE MINUTES

M. Kelley moved to approve the minutes of April 13, 2020 as amended. J. McNerney seconded. All voted in favor. Motion passed 5-0-0.

REVIEW AND APPROVE CHECK WARRANTS

The following check warrants were reviewed and approved:

Check warrant A/P #00414, dated 04/14/2020, in the amount of \$1,609.75 **J. McNerney made a motion to approve check warrant A/P #00414. B. Martin seconded. All voted in favor. Motion passed 5-0-0.**

Check warrant A/P #00422 dated 4/22/202 in the amount of \$11,632.25. B. Martin asked why there are late charges every single time for the copier rental invoice. P. Low noted that he will speak with the treasurer to get that straightened out. **M. Kelley moved to approve check warrant A/P #00422. B. Martin seconded. All voted in favor. Motion passed by a vote of 5-0-0.**

Payroll Warrant P/R #00427, dated 4/27/2020 in the amount of \$10,194.48. **M. Kelley moved to approve Payroll Warrant P/R #00427 . B. Martin seconded. All voted in favor.**

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC.
The following overweight permits were reviewed and signed:

A. Johnson, Co.
Harrison Concrete Construction
Harrison Redi-Mix Corporation
Masterson & Sons Excavating
Canopy Timber Alternatives, Inc.
Kimball Transport

PUBLIC COMMENT
none

NEW BUSINESS:

CURB CUT – B&G PROPERTIES SILVER ST.

B&G is proposing 2 curb cuts on Silver Street.

B. Hollwedel & J. McNerney did a site visit and deemed the site lines good. J. McNerney noted that the driveway should be built to driveway standards. J. Schulte noted that the DRB has approved a preliminary plat for this subdivision and the curb cuts appear to be in the same location.

J. McNerney made a motion to approve the Curb Cut Application for B&G Properties conditional to meeting DRB requirements and meeting driveway and road standards. P.Low seconded. Vote was 4-0-1. Because the vote was not unanimous, and this was a video conference meeting, a vote needed to be done via a roll call.

S. Pilcher aye

J. McNerney aye

P. Low aye

M.Kelley aye

M. Martin abstained

Motion passed by a vote of 4-0-1.

PROPOSED BUTTERFLY GARDEN – ROSCOE/ROTAX ROAD

J. Parker-Dickerson is proposing a butterfly garden in the island at the Rotax & Roscoe Road intersection. She thinks it would help raise awareness to the decline of pollinators in our community as the site is very visible. Residents along Roscoe Road are excited about it per Ms. Parker-Dickerson. She has a list of plants to put in. She is a master gardener and will work with other gardeners and neighbors. She also praised the conservation commission for their cooperation. S. Pilcher asked what she is looking for from the town. She noted that she is just

looking for permission from the Town. Compost and manure will be used. M. Kelley likes the idea. She is concerned about plants impacting site lines and asked if that would be a problem. M. Kelley suggested running it by Ben Hollwedel. J. Parker-Dickerson noted is going to try and keep plants 3 feet and under except for the cone flower. There is a similar garden at the intersection of Lewis Creek Road and Monkton Road in Charlotte by the Covered Bridge. J. McNerney noted that he wondered if someone in a low car will be able to see. B. Brown asked about funding. J. Parker-Dickerson noted that she won't be asking for any funds from the Town. It will all be done via donations. Horsfords and Red Wagon plants have been very generous so far.

J. McNerney moved to approve the proposal to plant a butterfly garden at the Rota/Roscoe Road intersection. B. Martin seconded. All voted in favor. Motion passed by a vote of 5-0-0.

APPOINTMENTS

Whitney Leighton would like to be appointed to ANAC. **M. Kelley moved to appoint Whitney Leighton to the ANAC Committee in an alternate position with the balance of term expiring March of 2021. J. McNerney seconded. All voted in favor. Motion passed by a vote of 5-0-0.**

John Brace is still interested in continuing to serve on the Recreation Committee. **J. McNerney moved to re-appoint John Brace to the Recreation Committee on a term expiring March 2023. B. Martin seconded. All voted in favor. Motion passed by a vote of 5-0-0.**

MOWING BID

Brian's Lawn Care is the lone bid for mowing. They are proposing the same as last year at \$4,000.00. This is for mowing & trimming as needed for the 2020 season, Town Green, Pond Rd Cemetery, Lane Cemetery, Barnumtown Cemetery and the Grange Cemetery. **B. Martin moved to accept the bid of \$4,000 from Brian's Lawn Care for mowing. J. McNerney seconded. All voted in favor. Motion passed by a vote of 5-0-0.**

REVIEW OF ORDERS DRAWN ON THE TOWN TREASURER POLICY

Current policy is that one or more members of the SB stops in and signs the warrant to allow the Treasurer to send checks out. S. Pilcher wants to make sure the Selectboard is following the Town's policy and VT Law. A review of the State Statute commenced. M. Kelley feels that there needs to be a motion to allow one or more members to sign. M. Kelley also noted that maybe the Selectboard should appoint specific members to do this. It appears that the Town's policy is more stringent than State Law. **M. Kelley moved to authorize the Selectboard Chair to examine and sign draw orders. J. McNerney seconded. S. Pilcher**

noted that maybe that could be broadened to all officers of the Board. M. Kelley made an amendment to the motion to say any officer of the Selectboard can sign and draw orders. B. Martin seconded. All voted in favor. Motion passed by a vote of 5-0-0.

HIGHWAY EQUIPMENT NOTE - \$76,765

This is for the truck not yet delivered. It is expected to be delivered soon. The quote is from Community Bank. B. Martin moved to approve the resolution for highway equipment borrowing. M. Kelley seconded. Motion passed unanimously by a vote of 5-0-0.

J. McNerney made a motion to sign a tax certificate on highway equipment borrowing. B. Martin seconded. All voted in favor. Motion passed by a vote of 5-0-0.

Bill Martin moved that selectboard sign the note and treasurer sign the note in total amount \$76,765. J. McNerney seconded. M. Kelley noted that the Selectboard can't really tell the Treasurer what to do. A motion was then made to amend by deleting reference to the treasurer. Amendment was accepted. The amended motion passed by a vote of 5-0-0.

APPOINTMENT OF AGENT TO SIGN NAYLOR AND BREEN CHANGE ORDERS

J. McNerney noted that an action was taken at the last meeting that was not warned on the agenda for that meeting. It has been warned on the agenda for this meeting. J. McNerney made a motion to designate S. Pilcher, Selectboard Chair as the agent to review and approve change orders with Naylor and Breen. B. Martin seconded. P. Low suggested having an alternate. J. McNerney noted that he would not be comfortable signing off on change orders, since he was not up to speed on the project. B. Martin concurred. An alternate would have to speak with people on the building committee for guidance. It was noted that if the chair was unavailable, we could call a special meeting, if necessary. All voted in favor of the motion as originally presented. Motion passed by a vote of 5-0-0.

5 YEAR CAPITAL PLAN DRAFT

Kathy Nolan & Ben Hollwedel put together a Draft Capital Plan for the next 5 years. They went over 5 major projects the Highway Dept has upcoming. The Pond Road (Wheeling) Bridge - if the road can be changed to a class IV, it can be changed to a one lane bridge. As of now, it is a Class III and it will cost a lot of money. Ben noted that they can do a temporary repair on that culvert which can be used for 2-3 years before the State mandates a permanent installation

must be completed. Ben noted he would like to do the temporary measure this year as it is fairly unsafe. He noted that we have already have the culvert, so they just need to do the work.

Piney Woods and Mountain Roads qualify for FEMA Funds. The process is ongoing. All the paperwork has been submitted for the Mountain Road culvert. Ben noted that he is awaiting a site visit for Piney Woods. Due to COVID restrictions it is unknown as to when this may happen.

The Bristol Road culvert and the Church Road culvert need to be done as they don't meet new specifications put into place after Irene. A grant for Bristol Road has been obtained. The Town won't be eligible for a grant on Church Road until a grant has been used up for Bristol Road.

They also reviewed Equipment. The backhoe and the road grader were scheduled to be replaced in 2020, but will now be 2021. It is hard to get numbers on replacement costs for the grader due to COVID (vendors with limited staffing don't want to put time into a bid that they know is just a budgetary number). B. Hollwedel also mentioned looking into leasing vs. buying. The grader will be a large expense.

NEW TOWN OFFICES AND LIBRARY STATUS

S.Pilcher updated the Board regarding current status of the project. The Town has applied to the State of Vermont to share the Church well. Kevin Brennan is the attorney for the Monkton Ridge Church Assn. and will be drafting a shared use agreement. Electrical and mechanical design process is well underway. S. Pilcher noted that he'll put an updated set of plans on the website. Construction is scheduled to start in August.

M. Kelley mentioned comments from various residents about whether or not the project should be postponed. She noted that because bond rates are low and that the money we've already spent can be rolled into the bond which should lower our tax rate. S. Pilcher noted that the Selectboard signed a Declaration of Official Intent to Reimburse Certain Expenditures which declared our intent to roll the expenses incurred into the bond and if that happens the actual tax rate should be at least a penny less than what was estimate in the Town Report.

EMERGENCY MANAGEMENT DIRECTOR STATUS RE: COVID-19

S. Pilcher noted that new Covid numbers still are in the single digits.

REVIEW OF BUDGET STATUS

no action taken

OLD BUSINESS:

INFRINGEMENT OF ROW ON JOCKEY LANE

Sharon Gomez (Town Clerk) found some information on Jockey Lane history but did not find the original survey. The information was submitted to the Town lawyer.

FUTURE TOWN HALL STAFFING

no action taken

SALVAGE YARDS IN MONKTON

no action taken

TH 36 ROAD RECLASSIFICATION

S. Pilcher wondered if others were comfortable doing a hearing for this over zoom. M. Kelley suggested holding off. J. McNerney agreed.

TOWN CREDIT CARD AND POLICY

no action taken

CLOUD STORAGE AND POLICY

no action taken

OTHER BUSINESS:

J. McNerney noted that the property owners at the corner of Old Stage and Parks Hurlburt planted some trees on the corner. He is worried about site lines when those trees grow. He also noted that they are also right in line with the stop sign. S. Pilcher asked if the trees are in the right of way. J. McNerney believes they are but is not positive. J. McNerney offered to talk to the property owners about it. P. Low agreed that this would be a good idea.

DETERMINE TIME/DATE OF NEXT MEETING

The next meeting is Monday, May 11 at 7pm via Zoom.

ADJOURNMENT

Bill Martin made a motion to adjourn. All voted in favor. Motion passed by a vote of 5-0-0.

Meeting adjourned at 9:04pm.

Respectfully Submitted,

DRAFT

Betsy Brown
Recording Secretary

Times mentioned next to agenda items are proposed maximums.