

MONKTON SELECTBOARD MEETING
MONKTON TOWN HALL
MINUTES
Monday August 9, 2021

S. Pilcher called the meeting to order at 7:04pm.

Members Present: Stephen Pilcher (Chair), Paul Low, Marikate Kelley, John McNerney (arrived at 7:28pm)

Members Absent: Bill Martin

Others Present: Carol Alfred, Betsy Brown (Recording Secretary)

ANNOUNCEMENTS

S. Pilcher stated that the Town got a notice from PACIF that they are interested in our cyber security measures.

REGULAR BUSINESS:

APPROVE MINUTES

M. Kelley made a motion to approve the minutes of July 26,2021 as written.

P. Low seconded. Motion passed 4-0-0 (J. McNerney not present yet).

REVIEW AND APPROVE CHECK WARRANTS

M. Kelley made a motion to approve check warrant report A/P #10729 in the amount of \$8,012.52. P. Low seconded. Motion passed 4-0-0.

M. Kelley made a motion to approve check warrant report A/P #10805 in the amount of \$14,558.13. P. Low seconded. Motion passed 4-0-0.

M. Kelley made a motion to approve check warrant report P/R #10802 in the amount of \$10,125.54. P. Low seconded. Motion passed 4-0-0.

REVIEW AND APPROVE OVERWEIGHT PERMITS, ETC.

None

PUBLIC COMMENT

None

NEW BUSINESS:

BRYAN ROSE CURB CUT – DAVIS ROAD

No site visit has occurred yet. P. Low stated that he is willing to do the inspection with the Road Foreman.

PARKING IN TRAVELED WAY AND ROW

There have been 2 complaints about cars being parked in the travelled way. One is on Nichols Road and the other near the corner of Monkton Road & Hollow Road. S. Pilcher noted he'll speak with the people on Hollow/Monkton intersection. The Board also agreed that J. McNerney can speak with the person on Nichols Road. By State Statute parking in the traveled way is prohibited.

TOWN-WIDE REAPPRAISAL PROPOSAL

There was a question from the last meeting, specifically revolving around whether there were sufficient numbers of real contacts/visits. P. Low suggested adding a number/percentage into the proposed contract.

P. Low made a motion to approve with the edit as made tonight for the RFP for Town Wide Reappraisal date of issue 8.9.2021. M. Kelley seconded. Motion passed 4-0-0.

CERTIFICATE OF SUBSTANTIAL COMPLETION

S. Pilcher stated that the architect has signed off on our Certificate of Substantial Completion (regarding the new Town Hall). There are still some punch list items that need to be done related to change orders. S. Pilcher noted that the Building Committee recommends that it is ready to be signed.

M. Kelley made a motion to sign the Certificate of Substantial Completion. P. Low seconded. Motion passed 4-0-0. (John McNerney arrived.)

COMMUNITY ROOM USE – POLICIES AND PROCEDURES

The Board reviewed a copy of the application for use and the proposed policy. Carol Alfred is interested in using this facility for a rehearsal dinner. P. Low asked if this is similar to other town's policies. M. Kelley noted she looked at multiple town's policies. The ability to have alcohol varies town by town. P. Low asked if other towns require applicants to provide liability insurance for events. He wants this to be as user friendly as possible, especially since this is a public building. M. Kelley noted that Shelburne requires a certificate of liability insurance. Bristol & Hinesburg as well. M. Kelley noted that people should be able to add a rider to their homeowner's insurance, and if that is not possible they can go through VLCT. This could be added to the application and policy.

C. Alfred noted that her first reaction that is the USER priority has Monkton residents

using for private purposes as #4. She felt that that should be higher up the priority list. The Board looked at what rates other towns charge. C. Alfred suggested under procedures to have a clear line of communication from the town to the applicant when an application is submitted. Rental fees were discussed. For commercial profit making enterprise \$100-\$150 per hour was proposed. For residents it was proposed \$75 for 2 hours and \$10 per hour past the 2 hours. Key deposit is proposed to be \$50. S. Pilcher stated that he doesn't want to charge a security deposit for Monkton residents. It was discussed that patio use can't interfere with library operations. Further discussion will be taken up at a future meeting.

CURB CUT POLICY

No action taken

COVID RELIEF FUND INFO MEETING/WORKSHOP

S. Pilcher stated that things are pretty fluid but did hear that the town will be getting the monies that were going to go to the County. The Board decided to have the workshop meeting be remote via Zoom due to rising COVID cases. This would be August 26th at 7:00pm.

IT SERVICES

S. Pilcher noted that a regular backup service will be implemented. Also, any laptops that may leave the premises will be encrypted.

NEW TOWN OFFICES AND LIBRARY STATUS

Water testing is still underway. It is expected that the "all clear" will occur soon.

OLD BUSINESS:

MONKTON FIRST RESPONSE AND ADDISON COUNTY SHERIFF

No action taken

SALVAGE YARDS IN MONKTON

No action taken

TOWN CREDIT CARD AND POLICY

No action taken

CLOUD STORAGE AND POLICY

No action taken

OTHER BUSINESS:

DETERMINE TIME/DATE OF NEXT MEETING
8/23/21 at 7pm.

ADJOURNMENT

M. Kelley moved to adjourn. All voted in favor. Meeting adjourned at 9:08.