



SELECTBOARD MEETING OF DECEMBER 7, 2020

SELECTBOARD: **By Phone:** Gary Nolan, Bob Beeman, Judy Bickford, Eric Dodge.
Brian Kellogg(In-Person)

Department Heads: Dan Lindley, Town Administrator; Richard Keith, Chief of Police; Tina Sweet, Finance Director, Todd Thomas, Planning Director; Kevin Barrows, Highway Superintendent; Sara Haskins, Town Clerk/Treasurer and William Mapes, Chief

BY PHONE: Heather Hobart, Kathy Demars, Amy Touchette, Dick & Judy Shanley, Eitienne Hancock.

Brian Kellogg called the Meeting to order at 6:00 PM.

I. AGENDA CHANGES

1. Add Errors & Omissions to New Business
2. Add Appoint TAC- Transportation Advisory Committee Member to New Business.

II. APPROVE MINUTES

1. Approve minutes of November 16, 2020

Motion made by Bob Beeman to approve the minutes of November 16, 2020. Motion seconded by Gary Nolan. Roll Call: Bob Beeman Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

III. COMMUNITY CONCERNS

1. None

IV. ZONING HEARING-

Discussed the following changes for the second round of Zoning Bylaw changes for 2020:

- a. §204.5b - Allow Class 2 development in IND Zone #2 (Houle St. frontage east)
- b. §340 - Add steep slope protection (20% or more) to Environmental Resource Areas
- c. §401.1 - Codify existing treatment of temporary structures (less than 1 year)
- d. §402.1 - Do not require the Zoning Administrator to renew expired permits
- e. §423.4 - Reword Accessory Apartment regulations
- f. §479 - Clarify that campaign signs can be in place 60 days before election day

- g. §840.8 - Set wet hydrant locations & require dry hydrants in major rural subdivisions
- h. §IX - Remove studio / one-bedroom limitation from Accessory Apartment definition
- i. §1091 - Remove the “Fairwood area” from the Medium Density Residential Zone
- j. §1102 - Add the “Fairwood area” into the Low-Density Residential Zone

Motion made by Bob Beeman to close Zoning Bylaw Change hearing at 6:30 PM.

Motion seconded by Judy Bickford. Roll Call: Bob Beeman Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

V. NEW BUSINESS

1. Non Profit Presentations:

- **Lamoille Restorative Center-** Heather Hobart discussed the programs available through the Lamoille Restorative Center such as school attendance services, youth development programs, guardian ad litem, these family & youth programs are in addition to the justice programs that they offer such as court diversion, youth substance abuse safety program, and many others.
- **Lamoille Home Health-** a non-profit agency run by a board of directors. The agency has made 44,000 visits throughout Lamoille County in 2020.
- **Justice for Dogs-** This is their 16th year and is run by volunteers. They work with local pets and do not take in out of state pets. They help with the Rabies Clinic each year.

2. Discuss Delinquent Taxes- Sara Haskins is requesting direction from the Selectboard for the collection of delinquent taxes.

Motion made by Judy Bickford to request the attorney to send a demand letter to any property owner owing \$75.00 or more in property taxes. Motion seconded by Bob Beeman. Motion seconded by Gary Nolan Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

Sara asked if they wanted a demand letter sent for the business personnel property since it is being phased out. Selectboard decided this should not be included.

Judy Bickford made a motion to amend the above motion to *Not* include Business Personnel Property. Motion seconded by Bob Beeman. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

3. Town Meeting Discussion– Discussed Town meeting and the current restrictions due to Covid-19. Current restrictions would only allow 75 people in attendance at a time and that is just about ½ of what our usual attendance is. The State is allowing an Australian Ballot Town Meeting for 2021. Most Towns have decided to go this route. There would be an informational meeting which can be held by video conference or phone in. No voting will occur during the informational meeting.

Motion made by Eric Dodge to allow all articles that come before the Selectboard by Australian ballot for the 2021 Town Meeting. Motion seconded by Judy Bickford. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried

Also discussed the Agencies that may be asking for new funds or an increase in funds which would require signatures from 5% of the voters. Due to Covid-19, it is more difficult to get these signatures.

Motion made by Bob Beeman to allow electronic signatures for Agencies requesting appropriations from the Town. Motion seconded by Gary Nolan. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried

4. RFP for Audit Services -

Tina Sweet, Finance Director received 4 bids back out of the 7 sent out for audit services for 2021, 2022 & 2023. Batchelder Association PC, \$50,025[125 hours], Kittell Branagan & Sargent, \$57,000[98hours], Mudgett Jennett Krogh-Wisner, \$58,500[192 hours], Glenna Pound, \$43,500[180-200]. Tina's recommendation would be to go with Mudgett Jennett Krogh-Wisner. They have done our audit in the past and she feels this companies hours reflect the actual time spent on the audit.

Motion made by Bob Beeman to award a 3-year contract for audit services to Mudgett Jennett Krogh-Wisner for the total price not to exceed \$58,500 for fiscal years ended 2021, 2022, and 2023. Motion seconded by Gary Nolan. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

5. Personnel Policy-

Motion made by Judy Bickford to amend the Personnel Policy Section 18, section 21, section 22 and section 23 as presented and authorize Brian Kellogg to sign on behalf of the Selectboard. Motion seconded by Eric Dodge. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

6. Errors & Omissions-

Motion made by Bob Beeman to approve errors and omissions as presented. Motion seconded by Gary Nolan. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

7. Appoint Representative to Transportation Advisory Committee- Judy recommends appointing Hannah Frada to the Lamoille County TAC.

Motion made by Gary Nolan to appoint Hannah Frada to Lamoille County Planning Commission Transportation Advisory Committee. Motion seconded by Eric Dodge. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

VI. OLD BUSINESS

None.

VII. BUDGET REVIEW

Reviewed 21/22 budget with Highway

VIII. LIQUOR CONTROL

None

IX. WARRANTS

1. Motion made by Eric Dodge to sign warrants through December 7, 2020, and authorize Brian Kellogg to sign. Motion seconded by Bob Beeman. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.

X. TA REPORT-

1. Duhamel Act 250 Hearing will be scheduled for some time in January
2. Hope to have the video conferencing equipment set up before the next meeting.

XI. SELECTBOARD CONCERNS

Judy- Asked LCPC about the Hyde Park Sewer Situation and they do not get involved in those types of situations. Tina Sweet, finance director stated that the county tax is due to increase about \$6500 for the coming budget year. Judy also asked about Dan's replacement timeline. Dan said he hoped to have an ad ready for placement in January so the board can reviews resumes and start interviewing.

Gary- None

Brian- None

Eric- Thank you to Dave Yacovone for helping with Act 250 and the Duhamel pit application.

Bob- Thanked Brian for taking over the meeting while he is in quarantine due to a hunting trip.

XII. OTHER BUSINESS

XIII. ADJOURN

Motion made by Eric Dodge to adjourn. Motion seconded by Judy Bickford. Roll Call: Brian Kellogg Y, Gary Nolan Y, Judy Bickford Y, Eric Dodge Y Bob Beeman Y. Motion carried.
Meeting adjourned at 8:30 PM.

Respectfully submitted and filed this 8th day of December 2020

Erica Allen, Scribe

Please note all minutes are in draft form and are subject to approval at the next Selectboard meeting.