

## Stockbridge Selectboard

August 4, 2022

7:00 PM

**Zoom Meeting Info: +1 929 205 6099 Meeting ID: 895 0075 1360 Passcode: 260548**

**Present:** Lee Ann Isaacson, Mike Ketchum, Kevin Bagley, Lori Scott, Kevin Travis, Online Zach Cavacas, Beth Dawley

- 1) Meeting called to order at 7:00pm.
- 2) Additions and Deletions to the meeting. None
- 3) **Previous Meeting Minutes:** Lee Ann moved to approve the minutes as written and Mike seconded. The minutes were approved.
- 4) **Road Update**
  - a) 3<sup>rd</sup> Road Crew Position – Ed Ammerman started 8/4/2022.
  - b) **Taggart Hill Grant** – Tree work has been completed. Work will begin again in three weeks.
  - c) Luke is on vacation next week so Kevin and Ed will continue normal road maintenance.
  - d) **Project Cost Report:** Very little change from last review. The culverts for Taggart have been purchased. Board reviewed the current construction fund balance. **Action Item:** Kevin will need to reclassify some of those culverts to the 2023 Ranney project.
  - e) **Culvert Inventory:** Zach asked when the culverts would be moved from in front of the Town Garage and Kevin said they would go to the storage location next week.
  - f) **Larmie Hill:** Resident on the class 4 road is asking for assistance. He would need 2 days help with the town truck. Dave Brown had done this with him in the past. The board approved. **Action Item:** Kevin will reach out.
- 5) **Procurement Policy** – The board reviewed the procurement policy specifically the cost thresholds. They determined that Stockbridge needs to have a structured Quote Process as well as a Sealed Bid process. Once those templates are in place, they will revisit the thresholds. **Action Item:** Lori to check the VLCT website for Templates for Quote and Bid processes. Kevin will check with his previous town as he had used a similar template there.
- 6) **Kevin Travis**
  - a) **Planning Commission** – Kevin presented the draft survey. The board reviewed and made some suggestions for edits. The board endorsed the survey. **Action Item:** Lori to provide the Planning commission with addresses for the mailing. Kevin Travis will communicate with Dori at the Post Office for postage and mailing details.
  - b) **Tiny Houses:** Beth Dawley asked if there might be any questions regarding tiny houses. Lee Ann asked to have any questions sent to her as the Zoning Administrator. They are considered personal property.
- 7) **VTrans Response to Speed on Rt 107 in Gaysville** – VTrans let the residents know that the Vermont State Police will be placing temporary speed carts in the village of Gaysville. It will be in place for a short time and should provide good data to address the actual speed and volume of vehicles passing through. The letter also indicated that the Windsor County Sheriff has been contacted to request increased patrol in the area.
- 8) **Taxpayer Concerns on the Rochester Highschool Repurposing project** - Lee Ann received an email with questions from a taxpayer. The board indicated that the recent article in the Herald was very informative and well done. It appears the decision to purchase the building will ultimately go to a

town vote in Rochester. The Selectboard agreed that they want to see the Town of Rochester buy the building. The Selectboard received notice that the RSUD School Board is inviting the Repurposing Committee to provide an update at their 9/12 board meeting. Questions regarding the future repurposing costs and current maintenance costs need to be addressed with that group. The board recognizes that the Repurposing Committee and the Rochester Selectboard are working to identify available grants and potential fundraising activities. The Stockbridge Selectboard agreed that there isn't much to weigh in on until the Town of Rochester decides what they are going to do. The Selectboard agreed that Stockbridge should not participate in any of the repurposing costs. This is a Rochester Town project if they decide to buy the building. The funding that Stockbridge provides to the RSUD is based on the town approved school budget which along with Grand List values and CLA ratios, drives the education property tax rate. That rate is calculated by the Vermont State Agency of Education. **Action Item:** Lee Ann will draft an email response to the taxpayer.

- 9) July Financials** – The board reviewed the financial report from Jan – July. There are several individual line items that are over budget, however year to date Actual to Budget is tracking well in total. The board continues to monitor. The budget development for 2023 with kick off on the first meeting in September. The board will need to look at contingency planning for future years.

**10) Capital Planning: Move to next meeting**

- 11) Communications** – Lori is working on setting up a folder/site for the board to review documents and reports. The board is struggling a bit with Microsoft Outlook on their phones. **Action Item:** Lori to work on some additional training for the board.

- 12)** The Board reviewed and signed the orders

- 13)** The Board reviewed a job description for a Selectboard Administrative Assistant. The clerk is currently spending 4-6 hours weekly on Selectboard activities. The position will be funded by reduced clerk hours. **Action Item:** Post the advertisement.

- 14)** Lee Ann motioned to adjourn. Mike seconded, and the meeting was adjourned at 8:42pm

**15) Prior Business:**

- a) Topics for upcoming Selectboard meetings

i) **August 18**

- (1) ATV Ordinance
- (2) Road Standards
- (3) Road Reclassification Project
- (4) Efficiency VT

ii) **September 1**

- (1) 2023 Budget Process Kick off
- (2) Capital Planning
- (3) August Financials
- (4) Quote and Bid packet templates

iii) **Topics TBD**

- (1) Calendar to Fiscal Year Transition – Ask to have Joyce attend and share Pittsfield's process
- (2) Broadband – EC Fiber (Communications Union District)
- (3) Dog Ordinance -Lee Ann going to VLCT Class
- (4) Grant Writer – Work on Job Description
- (5) ARPA – Add Sara from TRORC
- (6) 2023 Budget
- (7) Town Garage Relocation

- (8) Sand Pile relocation
- (9) Road Erosion Inventory
- (10) Rochester High School Repurposing
- (11) Highway Ordinance
- (12) Fix Stony Brook Pull Off
- (13) Blackmer Slide
- (14) Davis Hill Slide

Lori Scott- Town Clerk

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