



**MONTGOMERY**  
FOUNDED 1788

**Town of Montgomery - P.O. Box 356  
Montgomery Center, VT 05471  
802-326-4719  
www.montgomeryvt.us**

REGULAR MEETING OF THE  
SELECTBOARD & WATER COMMISSION  
Monday, January 4<sup>th</sup> 2020  
6:30pm

Full recording of the meeting can be found here:

[https://us02web.zoom.us/rec/share/9f0XEvDmzpw51NWFopd9znTEI3OW\\_1HtdLALQ9rJ0By8HFwygOBEMIUUKW5ah2.GeFnkoJY7ld2Ie68](https://us02web.zoom.us/rec/share/9f0XEvDmzpw51NWFopd9znTEI3OW_1HtdLALQ9rJ0By8HFwygOBEMIUUKW5ah2.GeFnkoJY7ld2Ie68)

Passcode: l&!k9!1n

Attendees: Charlie Hancock, Mark Brouillette, Leanne Barnard, Suzanne Dollois

Absent: Jacob Racusin, Clerk: Genevieve Lodal-Guild

Visitors: Larry Letourneau, Anita Woodward, Sue Wilson, Howard Kalter, NWATV (recording meeting), Brian Bresland (Dubois & King), Michael Snider, Linda Blasch (NWRPC), Merle Van Gieson

Charlie called the meeting to order at 6:33pm.

1. Review and make any changes to the agenda - None
2. Review/approve minutes of December 21<sup>st</sup> meeting

Mark made a motion to approve the minutes of December 21 as written, Leanne seconded. Vote: 4-0, aye. Motion passed.

3. Alternatives Presentation with staff from Dubois & King for the Longley Bridge Road project  
Brian explained that the project goal is on Longley Bridge Road, about 1500 feet from the intersection of VT-118. He gave some background on the TAP funding around this project, which is now focused on stormwater mitigation, and explained where we are in the stages of the process. He reviewed the results of the Local Concerns Meeting, explained the Purpose and Need statement (which is to “stabilize the stream bank on the Trout River adjacent to Longley Bridge Road”), and discussed the Alternatives: a No-build option, a Stone fill to Q2 storm option, and a Stone fill to Q100 storm option. He provided comparisons between the alternatives, including cost, impacts on resources and utilities, and meeting of the purpose and need of the project. He clarified a schedule based on different scenarios and explained the potential next steps. Brian opened the floor for questions, and he and Linda clarified points about the alternatives.

Mark made a motion to move forward with Alternative 2 (Stone to Q2 Storm) for the Longley Bridge Road project, Leanne seconded. Vote: 4-0, aye. Motion passed.

#### 4. Public Works

##### a. Roads and Bridges

###### i. Grant updates

Michael said we reapplied for the Better Back Roads grant for a project on Hill West (We had applied last year, but no funding was available then.).

###### ii. Class IV road policy/application amendments (*potential board action*)

Charlie explained that he had prepared a subsequent draft of the policy for review and potential approval. He presented it to the Board for comment and questions. Discussion ensued.

Mark made a motion to adopt the Class 4 Town Road & Trail Policy and Agreement as amended, Leanne seconded. Vote: 4-0, aye. Motion passed.

##### b. Buildings and Grounds

###### i. 98 Main Street (*update—discussion re: USPS, TDBank ATM renewal*) - no updates at this time

###### ii. PSB/Town Office Renovation/RFP (*continued discussion/updates*) -

Charlie reported that he and Jacob met and discussed a plan and timeline for steps to move the process forward. Charlie reached out to the Library for a ‘needs assessment’ as a next step, and after he receives their needs, the design phase can begin.

##### c. FEMA (*update*)

Charlie explained that we are still continuing to work on the submissions.

##### d. Removal of trees in Black Falls Brook

Mark reported that there are a bunch of trees stuck in the Brook and that he is concerned about a potential ice jam. He would like the Board to move on removing the trees as soon as possible. Discussion ensued. Mark and Michael will cost out some options and report back to the Board.

##### e. Driveway Permit - Parah on Regan Road

Michael said he reviewed the permit and looked at the site. Charlie asked if the homeowners had received approval. Mark said he'd sign off so the copy could get filed.

#### 5. Visitors

Sue asked if the Village Green could be used in addition to the Pratt Hall lawn to accommodate social distancing in the upcoming Farmers' Market season. Charlie suggested caution around traffic calming for pedestrians, and no one had any objections to the use of the Green.

Charlie made a motion to allow the Montgomery Farmers' Market to use the Village Green for the 2021 Farmers' Market season, Leanne seconded. Vote: 4-0, aye. Motion passed.

Merle asked about the legality of passing an impromptu motion and whether it should be voted on at a following meeting. Charlie responded that yes, Merle was correct re: process, and the Board should ratify the previous motion about the Farmers' Market at the next meeting to make it formal/official. Merle also asked about the page showing the amounts paid to town employees in the Town Report from 2020.

Howard asked for a copy of the Class IV Road and Trail Agreement policy.

6. Water Commission Issues - no issues at this time

7. Old Business

a. COVID-19 and Municipal/Local Response (*updates/discussion*)

b. Electric Vehicle Charging Stations (*update*)

Suzanne reported that the stations are installed and active and explained that now we just need signage, which will be ordered soon. She asked about putting up signage reserving the spot for EVS; the consensus was that it would be a good idea to do so.

c. Wastewater and Streetscape Projects (*updates/board action*)

i. Status updates

Charlie said that we will be reengaging with Hoyle Tanner for the planning discussions, focusing on project financing. The first meeting is on January 5th.

ii. Timeline—Action Items/Next Steps

d. Town Meeting Planning (*Discussion, Timeline review Budget Committee update*)

Charlie said this item will be on the agendas until Town Meeting Day. The Budget Committee meetings will be held on Tuesdays and Thursdays, starting this week.

Charlie asked everyone to help spread the word that anyone wanting to run for office (including incumbents) will need to file a notice of intent with the Town Clerk by mid-January.

e. Communications Union District Update (*update*) - no update at this time

8. New Business

a. Overweight Truck Permits—*none*

b. Liquor/Tobacco Licenses—*none*

9. Open Mail / Sign Orders / Administrative Matters

10. Review Action Items for Board Members

11. Adjourn

Mark made a motion to adjourn, Leanne seconded. Vote: 4-0, aye. Motion passed.

Meeting adjourned at 7:58pm.

Respectfully submitted,

Genevieve Lodal-Guild, Clerk

**TOWN OF MONTGOMERY  
CLASS 4 TOWN ROAD & TRAIL POLICY**

**GENERAL**

1. Any land owner (herein referred to as the "Applicant") in the Town of Montgomery wishing to perform, or arrange for the performance of maintenance work on a Class 4 Town Road, Trail, or unclassified Trail shall make a written request to the Road Commissioner prior to commencing any such work. The request shall contain drawings and descriptions of the work to be done, as applicable, and the request should be submitted far enough in advance to perform a site visit. The road commissioner may, at their discretion, schedule a discussion at a regularly scheduled Selectmen's meeting. No work on a Class 4 Town Road, Trail, or unclassified Trail shall commence without a signed agreement with the the Road Commissioner. The Applicant shall bear all costs associated with the work. If an applicant is denied approval by the Road Commissioner they may appeal to the Selectboard with 14 days.

2. As condition of the agreement, the Applicant ensures that all the requirements for signs, work safety, and public safety required by law or reasonable prudence will be adhered to, and that the road work will be done in accordance with specifications established by the Road Commissioner. All work within the highway right-of-way shall be in conformance with the specifications articulated in the approved Permit Application, and the highway shall be left in as good as or better condition than when permission was granted. The Applicant also agrees that the Applicant and Applicants agents shall not hold the Town responsible for any claims or injuries which may arise out of the work, and agrees to indemnify and hold the Town harmless against legal liability for any and all damage, loss, or claim associated with the work.

3. The Road Commissioner may, at their discretion, approve an application for regular annual maintenance on a Class IV road (ie. spreading gravel, etc.). This shall not extend to any work impacting structures (ie. culverts, ditches, etc.). This approval is non-transferable.

4. When the work is finished, the Road Commissioner shall be notified in writing so that they can arrange for inspection and approval of the work.

5. An individual conducting work on a Class IV road without prior approval by the Road Commissioner may be held financially responsible by the town for any required corrective action.

**SUMMER MAINTENANCE**

1. The Road Commissioner shall annually inspect all Class 4 Town Roads that have, as of the date of the adoption of this Policy, at least one year round resident. The Road Commissioner will evaluate the roads inspected, and as time permits, will perform minimal maintenance. Resident input shall be considered. This maintenance shall not constitute improvements or upgrades.

**WINTER MAINTENANCE**

1. The Town shall not provide any winter maintenance on Class 4 Town Roads, Trails, or unclassified Trails. Plowing by private parties may be conducted without prior approval, however the Town may request corrective action if damage to the road or other property occurs.

**UPGRADES**

1. It is the policy of the Selectboard to not upgrade Class 4 Town Roads, Trails, or unclassified Trails, however it is a landowner's right to request a reclassification. When considering any such reclassification, the Selectboard shall follow the procedures as set forth in 19 V.S.A §§708-716.

**CLASS FOUR ROAD, TRAIL, OR UNCLASSIFIED  
TRAIL AGREEMENT**

The Town of Montgomery, a municipal corporation in the County of Franklin and State of Vermont, and \_\_\_\_\_, property owner(s) in said Town, hereby agree as follows regarding the maintenance of a certain Class 4 road, Trail, or unclassified Trail in said Town, commonly known as \_\_\_\_\_.

1. The Town hereby grants to the above listed property owner(s) permission to improve, repair, or maintain the above listed Class 4 Road, Trail, or unclassified Trail, for access to Parcel I.D. No. \_\_\_\_\_ that abuts said listed Class 4 Road, Trail, or unclassified Trail. Any improvements, repairs and maintenance shall be at the expense of the said property owners.
  
2. It is agreed that the Town of Montgomery, in granting permission to conduct work on said highway, shall have no responsibility, financial or otherwise, for any work to said Class 4 Road, Trail, or unclassified Trail, nor shall the Town be responsible for the use or damage to said Class 4 Road, Trail, or unclassified Trail caused by others.
  
3. This agreement is meant to allow the above property owner(s) access to their property without obligating the Town to any work or expense now or in the future, while also recognizing that this access will still be subject to the vagaries of winter and mud season travel and shall remain a Class 4 Road, Trail, or unclassified Trail.
  
4. The scope of work covered by the this agreement is described as: *(please attach all relevant drawings as applicable)*:

To be completed on or before the the following date: \_\_\_\_\_

This work is considered regular annual maintenance *Circle One:*      Yes      No

Property Owner \_\_\_\_\_ Date: \_\_\_\_\_

Road Commissioner \_\_\_\_\_ Date: \_\_\_\_\_

*Circle One:*                      Approved                      Not Approved

***Road Commissioner Use Only:***

Upon final inspection of this project I have found the work to have been completed in accordance to standards and criteria outlined herein.

Road Commissioner \_\_\_\_\_ Date \_\_\_\_\_