



**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, December 21<sup>st</sup> 2020  
6:30pm

Full recording of the meeting can be found here:

[https://us02web.zoom.us/rec/share/A3JMDrbj12KSn13JC4X15I2nrFolUYKMqqmCIHaWZWz7R4bSW\\_DUjHvLPbWugF2K.DdMpYBh1iPTF7OI](https://us02web.zoom.us/rec/share/A3JMDrbj12KSn13JC4X15I2nrFolUYKMqqmCIHaWZWz7R4bSW_DUjHvLPbWugF2K.DdMpYBh1iPTF7OI)

Passcode: “.=i46K8Q”

Attendees: Charlie Hancock, Mark Brouillette, Leanne Barnard, Jacob Racusin, Suzanne Dollois  
Clerk: Genevieve Lodal-Guild  
Visitors: NWATV (recording meeting), Larry Letourneau, Anita Woodward, Merle Van Gieson, Sue Wilson, Howard Kalter

Charlie called the meeting to order at 6:32pm.

1. Review and make any changes to the agenda
2. Review/approve minutes of December 7<sup>th</sup> meeting  
Leanne made a motion to approve the minutes from December 7th, Mark seconded. Vote: 4-0, aye. Motion passed.
3. Public Works
  - a. Roads and Bridges
    - i. Grant updates - No updates at this time.  
Mark noted that there is going to be a hearing for the Longley Bridge Road TAP project at the regular January 4th Selectboard meeting.
    - ii. Class IV road policy/application amendments (*potential board action*)  
Charlie reminded everyone of the background for this item, that the Board is looking to change the language in the policy and the application to be more specific around indemnification and defined actions (not a blanket permit for use or open-ended work on a road). Discussion ensued. There was consensus around including allowance for regular maintenance in the language with particulars necessary only for larger-scale changes (e.g. culverts). Additionally, the Board consensus was that notarization is not necessary and that only the Road Commissioner needs to approve the Agreement, thereby making the process less burdensome. Charlie will edit the Agreement to include these changes and bring it to the next meeting for Board approval.

Mark updated the Board about the changes in Road Crew staffing. Jeff Kittell has been working part-time, and the Town will post a job advertisement soon.

Charlie made a motion to hire Jeff Kittell on a part-time basis to assist the Road Crew at the same rate of pay as Blaine Kittell, Mark seconded. Vote: 5-0, aye. Motion passed.

b. Buildings and Grounds

i. 98 Main Street (*update—discussion re: USPS, TDBank ATM renewal*)

The Town received an email response from USPS, which states that they're following their process and timelines and will get back to the Town at their convenience to let us know their decision on a lease agreement.

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

Jacob and Charlie will be meeting tomorrow to discuss a plan and timeline.

The Historical Society has started the process of having The Grange designated as a Historic Place with the National Register of Historic Places.

c. FEMA (*update*)

Charlie reported that we are about two-thirds of the way finished with FEMA submissions. We have reached out via the State to FEMA about a reimbursement timeline and will likely hear back this week. It has been a pretty smooth process, and Michael and Erin have worked hard to prepare and send in these submissions. Suzanne asked if there would be any more work done at the Community Garden. Charlie responded that the priority is to finish the road submissions first and then look at the other clean-up projects, but that the CG had been included in the damage inventory

d. Driveway Permit—John and Lynda Parah, Regan Road

Mark saw the permit, gave it to Michael, and stated that the Town cannot approve it until closer to Spring. This item is tabled, pending Michael's approval.

4. Visitors

Larry asked if the petitioner for the ATVs on town roads had been notified of the acceptance of their petition; Charlie responded affirmatively. Merle asked about changes made at Selectboard meetings and whether the Board can act on the newly added item(s) at the meeting. Charlie said that best practice is not to take any formal act (vote) on an item if added at the time of the meeting. Sue asked about tax collection this year and whether it went well. Charlie said compared to last year, the Town is doing well, and Anita mentioned that there are fewer delinquent taxes outstanding than last year. Howard asked if he could receive a copy of the proposed changes of the Class 4 Road Policy and Application to review.

5. Water Commission Issues - no issues at this time

## 6. Old Business

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

Suzanne asked about a recent public concert held in town and expressed concern that there were public gatherings that went against State public health recommendations. Charlie responded that he would reach out to the local business to encourage following of State recommendations.

### b. Electric Vehicle Charging Stations (*update*)

Charlie reported that the conduit and sonnet tubes have been sunk and we are waiting on the above-ground work to be completed. Charlie will check in with Doug about the timeline for the remaining work.

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

#### i. Status updates

Charlie said that the next installment of the engineering planning advance funds have been formally approved and the next steps have been signed off on. This approval gives us the green light to continue with the preliminary engineering and financial forecasting work. The EPA dollars are the “no-risk” dollars that we will not need to pay back if the project does not advance. The next steps are to continue with finance options around the projects, and jump back into field work in the spring (surveys, etc). With these funds, we can continue working with Hoyle & Tanner to keep the ball rolling. Merle asked about timing with the two separate projects (Streetscaping and Wastewater). Charlie responded that the idea would be that they would happen in parallel or Wastewater then Streetscaping (due to the nature of digging up the streets).

#### ii. Timeline—Action Items/Next Steps

### d. Town Meeting Planning Discussion/Budget Process (*board action*)

Charlie emailed out the options about Town Meeting for 2021 and opened the floor up for discussion. Mark and Leanne said they were leaning toward holding the meeting in March via Zoom and using the Australian ballot method for voting. Jacob did not feel that delaying a meeting would be beneficial, and Suzanne concurred. Charlie reminded the Board that they would need to take action immediately re: public notification regarding elected positions. Mark made a motion to conduct the 2021 Town Meeting via Zoom with voting via Australian ballot for only 2021, Leanne seconded. Vote: 5-0, aye. Motion passed.

Larry expressed concern over having multiple informational meetings. Charlie said he will reach out to Liz and Erin about getting information shared ASAP noting that the Town Office is closed this week.

### e. Communications Union District Update (*update*) - no updates

## 7. New Business

- a. Optiplex 5080 (x3) quote for Town Office (*board action*)  
Charlie explained that Open Approach, who provides the Town Office's IT support, is charging a fee to continue to run Windows 7 instead of Windows 10 on the computer terminals. They did a patch last year for a fee, and the patch will now be twice as expensive. The Town asked for a quote for new machines running Windows 10, which would include 3 all-new terminals that are "plug-and-play" running the current operating system. Discussion ensued.

Mark made a motion to accept the Open Approach quote for the OptiPlex 5080 hardware switch, not to exceed \$3,000, Jacob seconded. Vote: 5-0, aye. Motion passed.

- b. Overweight Truck Permits—*none*
- c. Liquor/Tobacco Licenses—*none*

## 8. Open Mail / Sign Orders / Administrative Matters

## 9. Review Action Items for Board Members

## 10. Adjourn

Mark made a motion to adjourn, Leanne seconded. Vote: 5-0, aye. Motion passed.  
Meeting adjourned at 7:33pm.

Respectfully submitted,  
Genevieve Lodal-Guild, Clerk