



MONTGOMERY
FOUNDED 1780

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

MINUTES of the
REGULAR MEETING OF THE
SELECTBOARD & WATER COMMISSION
Monday, September 21st 2020
6:30pm

Full recording of the meeting can be found here: https://us02web.zoom.us/rec/share/5ohjd-L8VygWqfAEtxNQoaFCcSRcQ1nkFjWDHFT0G2e28FkJuMFTtahn8YBRfTOe.A_rXQXK19OLPCRZ6
Passcode: F..5Wx\$N

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

Charlie called the meeting to order at 6:35pm.

1. Review and make any changes to the agenda

Charlie added “Town Road ROW Occupancy Request from VT Electric Co-Op” under Public Works and “Political Signage on Town Property” under New Business.

2. Review/approve minutes of September 7th meeting

Mark made a motion to approve the minutes of September 7th, Leanne seconded. Vote: 5-0, aye. Motion passed.

3. Public Works

a. Roads and Bridges

i. Grant updates

Charlie reported that the Town received \$20,000 for the Better Roads grant, which was unexpected and not budgeted for (as previously discussed). It will pay for the work on the Hazen’s Notch culvert and will end up helping offset the unexpected St. Onge expenses. Shaun Coleman at NWRPC also alerted us that we will be receiving an unbudgeted and unexpected \$17,500 from phase 3 of the Grants-in-Aid package, which will cover expenses for work on North Hill.

ii. Wild and Scenic application for funding

The Vermont Wild and Scenic River Committee reached out to say they had some money left for their fiscal year, and we might be able to receive some funds

for additional culvert work and stone line ditching on Regan and Purrier Farm Roads. We qualify for aid and should meet the criteria with these projects, so we will see what funding is still available. Their FY ends this month, and they need to move more projects out the door. This would be supplemental to the FEMA work already underway.

iii. Mark David Cyr Driveway Permit

Mark will talk to Michael and try to get it approved. Jacob made a motion to provisionally approve the Mark David Cyr driveway permit, pending notes from Mark and Michael, Leanne seconded. Vote: 5-0, aye. Motion passed.

iv. Town Road ROW Occupancy Request from VT Electric Co-Op

This request is from Linda and Andre Gagne on Hill West Extension. Charlie made a motion to provisionally approve the ROW Occupancy request, pending review from Michael and Mark, Jacob seconded. Vote: 5-0, aye. Motion passed.

b. Buildings and Grounds

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

Charlie reported that we received correspondence about a lease renewal for 98 Main St. from a new contact at the USPS, we have not responded to the USPS yet pending board discussion. We also heard from TD Bank that they are going to extend their lease agreement until November 1, 2021. We are not likely to renew the lease with USPS in the current form, due to the state of the building and a longer-term plan for that space. At this point, it is time for the Board to review the lease and discuss the future of the 98 Main Street building. Mark offered that we ought to make it clear to the USPS that we are not intending to renew the lease under the current framing. Charlie suggested that there could be a different framing of the USPS taking over the entire building/establishing full occupancy and rehabilitating it, with a likely longer-term lease or the USPS could look to other locations in town. Discussion ensued, Charlie will draft a response and cc: the Board.

ii. Generator repairs & service agreement (*discussion, potential board action*)

Charlie reported that we received a service agreement from Milton CAT for generator service. They outlined a 3-year service contract for all 3 units, coming to a total of \$8,150. By comparison, with Brookfield, who was servicing our 3 units, the service cost annually was \$1,500. Charlie will send this agreement to the Board and to Ross to look at in more detail, and he will also get more details from Milton CAT as to what their service covers. Mark made the point that Milton CAT services the kind of generators we have, and they should have an easier and cheaper time fixing our specific units. Brookfield service also seems to have had little effect given state of water plant generator and need for costly repairs. This item will be discussed at a future meeting, after there has been time for further review.

iii. PSB/Town Office Renovation/RFP

Charlie explained that the general idea is to expand the Town Office into the ambulance bay, as previously discussed. Liz and John Charette walked through

the building to look at the big picture for costs, suggestions, and potential next steps. The Town needs a vault to safely house land records, and the current space requirements are not enough. This is the priority. Currently, the records are housed in fire-proof gun safes, which work (if space remains adequate) but are not designed to hold land record books. Charlie suggested having Jacob assist in writing an RFP to put out to bid, as this project is big enough to warrant those steps; Jacob agreed. The Board also needs to look at the air circulation and handling in the building, due to concerns from COVID and the plan to resume in-person meetings. A phased approach would be helpful in the annual budgeting process.

- c. Transportation Alternatives Program (TAP) update re: Longley Bridge Road project (*update*)
 - i. Local Concerns Meeting October 5th

One of the conditions of the grant is that the Town hold a hearing to see if there are any local concerns about the project. The notice for this meeting will be posted in the newspaper this week. The meeting is set to take place on October 5th with the next Selectboard meeting. (*Note: this has been rescheduled to October 19th*)

- d. FEMA (*update*)

Charlie reported that things are progressing well with that project; we've signed off on 4 projects (a project is an area designated for work w/in broader comprehensive damage scope). The North Hill road work should be certified this week and will be in the queue once everything has been signed off. Erin will make a spreadsheet showing all of the work and reimbursements. Overall, the process is going smoothly.

4. Visitors

Larry asked about the updating of the Town website and noted that it seems to be taking a while. Charlie responded that Zach is juggling a lot at the moment, but he will check in on the progress. To recap, given changes with site host the new site was forced to go live earlier than expected/finished. Larry mentioned that he thought the FEMA work that's been done has been great and of high quality.

5. Water Commission Issues

No issues at this time.

6. Old Business

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

Suzanne mentioned that the last Governor's address talked about hotels opening and wondered what impact that might have on the tourist economy. Charlie said that a number of Montgomery businesses benefited from the governor gift card program. Charlie also reported that the library is putting in some air handling equipment in the Library, for an appointment or capped-capacity in-person reopening next month.
- b. Electric Vehicle Charging Stations (*update*) - no updates at this time

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

i. Status updates—WW flow design dialogue w/ANR

Charlie said when the engineers were designing the flow rates for the system, they used a calculation based on the water system flow rates instead of some more traditional techniques, as that calculation is an applicable scale for our size of town. The Agency of Natural Resources said that was not an acceptable way to calculate the flow rates, and the engineers countered that it was the only realistic option for calculation. The Board must therefore make a request of Julie Moore, the Secretary of ANR, to sit down and talk about the math the engineers used to determine the flow rates. This is a new problem and opportunity for learning for ANR, as there's not a textbook way of determining rates in our size of town.

ii. Funding: EPA Planning Advance

Charlie explained that this is additional no-risk money that the Town would only pay back if the project advances and that would be rolled into the final indebtedness of the project. This money would keep the project moving while the larger issues of funding, flow calculations, disposal sites, etc. are addressed. Charlie would like to ratify the decision discussed at the last meeting with a formal motion to pursue the amendment to the EPA Planning Advance for \$131,000 to continue the work on the wastewater project, which was discussed at the last meeting. Charlie made a motion that the Selectboard formally adopt the Application for Financial Assistance for the Municipal Wastewater Feasibility Study in the amount of \$131,000, Mark seconded. Vote: 5-0, aye. Motion passed.

iii. USDA CF Loan resolution

This is the bucket of funding for the Streetscape portion that we just received last week; there is no grant funding from the USDA in this package. However, any additional funds would not go against this loan, so additional funds would reduce the total amount that the Town would borrow. The offer we received is a loan for \$6,985,000 at a 2.25% interest rate. In order to secure the loan for our potential use, the Selectboard needs to accept the offer so that the USDA can obligate the funds. The money is obligated/earmarked for 5 years for the Town to use any of that amount; if we don't accept the offer, the funds will go away. The Town may not use this loan at all, as the large amount is not tenable for the town without drastic reductions from additional sources. We are looking at federal grant funding sources, so this money just serves to pad our financing and will sit on the backburner. The Town would not take out a loan of anything near this size for these projects. Charlie made a motion that we adopt the USDA Community Facilities Loan Resolution for the FY 20 Streetscape Project in the amount of \$6,985,000, Jacob seconded. Vote: 5-0, aye. Motion passed.

iv. Timeline—Action Items/Next Steps

The CF Loan is just one more piece for the overall financing of the Streetscaping project. The Selectboard is looking to re-engage the community around the

design elements for the streetscaping in the same way as the wastewater meetings.

d. Communications Union District Update

Charlie spoke to Everett, and there are no solid updates (the CUD is meeting on a monthly basis at the present time). The Town is looking at the Grange for an additional public wi-fi spot, and we would like to switch from using Consolidated Communications to Comcast Cable for service first.

7. New Business

a. Health Officer Appointment

Charlie reminded the Board that we need to figure out a plan for the Health Officer position before the next meeting. Jacob asked if we were going to share an officer with Enosburg; Charlie will follow up on that question. The Board will put some information on social media to reach out for a community member. Merle asked about when the appointment would occur; Charlie responded that the Board actually makes a recommendation to the Dept of Health, who then officially appoints that person. The Board needs to act on this appointment within the next couple of weeks.

b. Errors and Omissions Certificate—Listers (board action)

Wendy explained that if the Listers make a mistake, it affects the Grand List bottom line, so it must be looked at and approved by the Selectboard and Town Clerk. The Listers neglected to take off the tanks for Lutz's Automotive before lodging the Grand List, so it takes down the total taxable value by \$12,200. Mark made a motion to approve the Errors & Omissions certificate, Leanne seconded. Vote: 5-0, aye. Motion passed.

c. 2019 Grand List Certificate—no appeal or suit pending

Charlie explained that this document is to certify that the Grand List has no appeal or suit pending. This certificate was waiting on the Luke & Amy Godfrey appeal, which has now been resolved. Leanne made a motion to certify the 2019 Grand List Certificate, Jacob seconded. Vote: 5-0, aye. Motion passed.

d. Municipal Planning Grant for Natural Resource Inventory—Conservation Commission

Charlie said that the Montgomery Conservation Commission is looking to apply for a grant to do a natural resource inventory, which looks at the natural resources of the community as a mechanism for education, outreach, and informing of future planning in the community (This provides greater detail than the Town Plan). This is not a policy-driven document in and of itself but is more to inform policy and educate. The NWRPC would distribute the grant funds, and the Conservation Commission needs Selectboard approval to apply for this grant. Charlie made a motion to approve the MCC's submission of the FY21 Municipal Resolution for Municipal Planning Grant application with the condition that any matching funds come from the MCC reserve fund, Suzanne seconded. Vote: 5-0, aye. Motion passed.

e. Overweight Truck Permits

f. Liquor/Tobacco Licenses

g. Signage on Town Property

A couple of residents have expressed displeasure at seeing political signs on town property. There is guidance from the State, which states that people should ask the Town's permission to put the signs on town property, and the best practice would be for the Town to have a policy around signs on public property. Discussion ensued. The consensus is that a policy might need to be drafted to keep town property neutral by restricting or limiting signage. Charlie and Jacob suggested looking at other towns' policies and discussing this issue at the next meeting.

8. Open Mail / Sign Orders / Administrative Matters

9. Review Action Items for Board Members

10. Adjourn

Leanne made a motion to adjourn, Suzanne seconded. Vote: 5-0, aye. Motion passed. The meeting adjourned at 8:05pm.