



**Town of Montgomery - P.O. Box 356**  
**Montgomery Center, VT 05471**  
**802-326-4719**  
**[www.montgomeryvt.us](http://www.montgomeryvt.us)**

REGULAR MEETING OF THE  
SELECTBOARD & WATER COMMISSION  
Temporary Town Office (86 Mountain Road)  
Monday, December 4<sup>th</sup>, 6:30pm  
Unapproved

Selectboard members: Charlie Hancock-chair, Darren Drevik-vice chair, Mark Brouillette, Jacob Racusin, Colin Sorenson

Visitors: Sue Wilson, Lynn Locher, Michael Snider, Deanna Robitaille, James Walsh, Paul Fernald

Clerk: Elizabeth Reighley

Charlie called the meeting to order at 6:34pm

1. **Review and make any changes to the agenda.** Charlie noted that at the end of the agenda he would like to address the scheduling of the upcoming Selectboard meetings in light of holidays in January.

2. **Review/approve minutes of the November 20<sup>th</sup> special and regular meeting.** Darren motioned to approve both the regular and special minutes as written seconded by Mark and passed by 3-0-2 abstentions.

3. **Public Works**

a) **Roads and Bridges**

a. Grants: Status Updates:

- i. **Amended Paving Grant.** Jim Cota has been in touch regarding the Pike invoices and the clarification needed from the original to the amended grant application on the reclamation of the asphalt. Michael will be in touch with Pike to request that they re-submit the invoice to show a detailed breakdown of the materials in turn this means the reimbursement from the state will not be received

by the town for another 4-6 weeks falling into the 2018 FY instead of the 2017 FY. Jim relayed to Deanna and Michael that the Agency of Transportation needs a statement from the selectboard stating why the town decided on reclamation of the asphalt material versus just a straight paving project. Mark motioned to authorize Charlie to write a statement to VTrans regarding the amended grant application, this was seconded by Jacob and passed unanimously.

- ii. **Structures Grant for Route 58.** Carry over
- iii. **Better [Back] Roads Bridge and Culvert Grant.** Carry over
- iv. **USFS Culvert Grant for AOP design.** Carry over
- v. **Municipal Grants in Aid Pilot Project.** Carry over
- vi. **SFY Transportation Alternatives.** Carry over
- b. **Covered Bridge Ordinance.** Pending effective date January 5<sup>th</sup> 2018
- c. **Brady Road.** The remainder of the temporary bridge will be stored up at the water plant with the intention to put it up at Brady Road in the spring.
- d. **Road Crew Training.** Carry over
- e. **Sand & Gravel.** Michael stated we don't have access to winter sand/gravel as the company the town uses located in Enosburg, Leach Family Inc, has suffered a loss recently with the passing of Hank Leach. Michael is uncertain as to whether the processing of material will continue at this time. There is enough material to last until mud-season but Michael will stay posted about operations with Leach Family Inc. Jacob queried whether we could reach out to VTrans for support or resources on other suppliers should the business not remain open. Discussion about local feed sources and longer term solutions took place.

**b) Buildings and Grounds**

- a. **Generators.** Carry over
- b. **Grange Hall.** Michael noted that minor repairs to keep critters out of the attic at the Grange Hall will be taken care of.

**4. Visitors:**

**Deanna Robitaille, Town Clerk:**

**Land Record Digitization Proposal** - Deanna outlined the history of this project, the search for the right system for digitization to meet the office needs, and the decisions to work with Cott Systems. The office would start digitizing in the current year going forward, utilizing most of our own equipment, and any historical digitizing would be done in house. Deanna presented board members with the proposal of work and system specifications for review. Digital images and indexes will provide streamlined searching capability to our offices, residents, lawyers, and title searchers. Individuals will be able to print legal documents directly from the images without having to touch the archival

copies, thus greatly reducing the stress those documents incur, due to handling and exposure to light/photocopying. The cost of digitization would be covered by the Records/Restoration reserve fund. The cashiering portion of the software for real time receipt of all monies and daily reporting for an easier auditing trail will need to be explored to determine from what fund this should be paid from. The records that are digitized through this program will digital backups in case of loss of physical land records. Charlie suggested discussing the payroll and time piece of this project at a budget committee meeting to be later approved at another selectboard meeting. Mark motioned to authorized Charlie to sign and for Deanna to execute the Cotts Proposal for digitization of land records, seconded by Jacob, and passed by 4-1.

**Multi-Line Phone System:** Deanna presented the board with a proposal from Rail City Information Systems. The RCIS proposal would allow for the phone system to be better utilized with an answering system and multi-line usage to better suit office needs. This would allow for more than one person to call out on the phone system and allow for residents trying to reach the offices to reach the proper contact and leave a message or call back information instead of busy signals. This system would be transferable to a new office if/when that occurs. Charlie motioned to authorize Deanna to spend not more than \$3,500 on the RCIS phone system with two thirds of the cost coming from the town office budget and the remaining third coming from the general fund, seconded by Darren the motion passed 4-1.

**Mobile Food Trucks- Paul Fernald** has been approached about food truck parking in town and on private property and wanted to bring this to the select boards' attention in order to determine what, if any, rules or regulations may apply to this situation. Paul stated there are four food trucks wanting to set up in town and being that he has a role as a state health inspector he wants to be able to give food truck owners correct information should they have additional questions. Board members discussed looking at the zoning bylaws to determine if there are any relevant sections Darren noted that depending on how the trucks are classified that they may need to find out if they would require a conditional use permit (under existing bylaws) but they will need to research this for more clarification.

5. Water Commission Issues

- a. **Ordinance Amendments** (adopted; pending effective date January 5<sup>th</sup> 2018)
- b. **Water Budget.** Charlie suggested that the board should start reviewing the water budget in order to present the numbers to the budget committee for next year. Mark, Kirk (from SOS) and Charlie will begin working up a draft

6. Old Business

- a. **Town Office Needs.** We are on track for the VCRD community visits program to start in late spring. Jacob stated there is no other formal action needed at this time other than the selectboard acknowledging that the town will provide the fund for the initial outreach mailing and a town wide dinner event to kick off the community visit program. Jenna suggested during her correspondence with Jacob

that the board start telling people that the program is happening and to begin distributing material from VCRD about how their process works. Add it to town newsletters. Jacob will work on a press release from the board to put out to the town about the program.

- b. **Stanion Court Case Status.** Carry over.
- c. **Vacant Building Ordinance proposal.** Charlie is still working on draft comments, looking at more opportunity for community input. Amended proposal will be addressed at public meetings in the run up to town meeting. Get revised comments back to the board to look it over then circulate through town.
- d. **Fire/EMS radios.** The state just approved a contract with AT&T so hopefully more movement will be forthcoming with better radio frequency/communications the board will reach out to Fire/Rescue for an update.
- e. **Aegis Renewable Energy Solar Proposal.** Jacob fixed costs from the electric bills in comparison with the power cost savings noted in the Aegis proposal. Fees and service costs, which make up about twenty percent of our current bills, are fixed amounts the town will still have to pay. Colin stated that this may not be the best option for the town right now especially given that this is a long term (20 year) contract. Discussion took place. Jacob would like to pull together a municipal audit on energy cost/savings portfolio and then from that town portfolio be able to pursue a town wide approach to introducing more renewable energy sources in town. Board members agreed. Charlie will get in touch with Chris and tell him that the town is not interested in this proposal at this time.
- f. **Local Energy, LLC Solar Proposal.** Mark raised the potential for a conflict of interest regarding the proposal because Local Energy LLC is a company owned and operated by Colin. Board members discussed the details and language of the conflict of interest policy and found that they were comfortable discussing the information, noting that the board should be cognizant of any potential conflicts going forward. Colin clarified that he is not soliciting the board to enter into any contract with his company at this time, but that they consider looking at the substance provided in this sample project in order to vet any potential future models presented by solar companies. Colin described at length the current building structures in the town and gave his analysis on the readiness of these buildings for solar, as well as which building(s) may have the best potential to support the type of infrastructure necessary for a solar project. Discussion took place. Charlie noted that he liked the idea of this solar project and given that VCRD has agreed to come to Montgomery for a Community Visit that perhaps this solar plan could be brought up for town discussion later on. Board members

thanked Colin for bringing up the sample solar quote and building analysis information and agreed to table this for further input and discussion with Community Visit.

- g. **Proposed Amendments to Zoning Bylaws.** The Planning Commission is finalizing their proposed bylaw amendments. Carry over.

## 7. New Business

- a. **BCA/Election Training.** Charlie stated that he was approached by a few people regarding the noise level in the room during the recent school vote; based on the smaller room size of the PSB conference room, in comparison to the grange, this poses some obvious challenges when there are multiple residents in the room, either voting, depositing ballots, and/or chatting with residents when an election is taking place. Deanna acknowledged the concerns that some residents found Article 2 on the ballot very confusing, and did ask questions of election workers, to which a blanket statement was given to everyone to provide clarification about that section of their ballot which could also be found in the form of written instructions at the top of each ballot.
- b. **TH. 27 Discontinuance Request.** In pursuing the discontinuance it was discovered that the wrong highway number was used in this discussion stemming from the request for discontinuance, it is indeed TH 27, not highway 33. Lynn stated they always referred to it as the old road 33 as opposed to the new TH 33 which is the Gibou Rd, Lynn mailed a letter stating they would appeal the process after they realized their mistake with the road name. Lynn requested the town not reopen the process that this time and will be working with a private attorney to research existing documentation as to the roads location (which remains an unmapped corridor). Discussion continued at length.
- c. **Harrison Driveway Permit.** Charlie motioned to approve the Harrison driveway permit seconded by Darren and passed unanimously.
- d. **Brook Field Service 2018 Maintenance Agreement.** Charlie suggested carrying this over until they have a chance to talk with Doug and his recommendations for a different company.
- e. **Overweight Truck Permits.** None
- f. **Liquor/Tobacco Licenses.** None.

8. **Open Mail / Sign Orders / Administrative Matters.** All orders signed at this time.

9. **Review Action Items for Board Members.** The first and third regular meetings in January both fall on holidays, Charlie suggested the board consider rescheduling these dates for the following two Mondays which would fall on January 8th & the 22nd. Board members agreed to the change in regular meeting schedule for January dates.

Mark motioned to end the meeting seconded by Darren and the board adjourned at 9:05pm

Respectfully submitted

Elizabeth Reighley