



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

SPECIAL MEETING OF THE
SELECTBOARD & WATER COMMISSION
Monday, January 22nd 2024
6:30pm

Town Office Conference Room (86 Mountain Road)

In Attendance: Charlie Hancock, Emily Kimball, Mark Brouillette, Leanne Barnard, Tosca Smith, Craig Godfrey, Suzanne Dollois, Brad Elliott

On Zoom: Larry Letourneau, Merle VanGuiesen, Sue Wilson, Kip Potter

Zoom Link: https://us02web.zoom.us/rec/share/umS3VxN_6GKgaO-tDH2MDMYFEzoumcAE7OFXXD7kjmwlV6VbU4rE5_V2mGSpxKoo.HNMcjLAZoPqPJ0sM

Passcode: =*Wf90hC

Meeting called to order at 6:36pm, this is a regular meeting but is warned as a special meeting as we are off schedule for the typical 1st and 3rd Monday of each month

**Please note that the budget meeting is tomorrow night. The date was written incorrectly on that warning.

1. Review and make any changes to the agenda
 - a. No Changes
2. Review/approve minutes of the 1/8 meeting minutes (*12/18 meeting canceled*)
 - a. Leanne motioned to approve the minutes, Mark seconded. Motion approved 5-0-1.
3. Public Works
 - a. Updates (*discussion*)
 - i. Plowing and sanding each morning almost.
 - b. Town Highway Mileage Certificate (*board action*)
 - i. Annual highway milage certificate is what funding is based on. This has not been amended since the addition of School Drive. The milage has not changed and so the certificate will remain the same. Mark motions to sign the certificate to send back to the state, Suzanne seconded. Motion passed 5-0-0.
 - c. Deep Gibou Road Maintenance Agreement - amended (*discussion/board action*)
 - i. Agreement with Ethan (property owner) has been formalized in writing and submitted, this includes Ethan installing permanent panels when the timber work is completed. Mark moves to approve the Class Four Trail Agreement with the property owner. Leanne seconded the motion. Motion passed 5-0-0.
4. Water Dept
 - a. FY25 Budget Adoption (*discussion/board action*)

- i. Tabled until tomorrow night's budget meeting.

5. Visitors

- a. Craig Godfrey is asking about maintaining the section of Deep Gibou from Larry Letourneau's to Hill West and West Hill.
 - i. Mark reports that the town does not have the ability to pay someone to do this work. If this were to happen in one place for a Class Four Road it would have to happen for all Class Four Roads.
 - ii. Charlie will look into the point that was raised of petitioning the town to take on the road.
 - iii. Charlie will also look into what needs to happen in a Class Four Maintenance Agreement when payment changes hands so that the process is legally.
 - iv. Larry is asking about a section of Hill West that is demarcated as an unimproved trail that has been provided with gravel in the past, as well as to Rushford Valley Road past the Class Three Road.
- b. Larry has questions about the tax rate with regard to reviewing the "asks" from social agencies and how we can keep the tax rate as low as possible, as well as department budgets. Charlie reports that about half of the requests were denied. Departments are level funded with the exception of the library which is looking for additional funding for wage compensation.
- c. Kip is looking for project updates.
- d. Sue does not have any questions.
- e. Merle wants a page representing the wages paid out as it was not in the report last year. Sue reports that all wages are listed on page 27 of last year's town report.

6. Old Business

- a. Longley Bridge/Trout River Project
 - i. Nothing on this project tonight
- b. Streetscape Project update (*discussion*)
 - i. Engineers are continuing to work toward the next iteration of the design. Charlie was trying to secure more funding for the project through MTAP, and will continue on with this process. This item will be carried forward to the next meeting.
- c. Wastewater Project update (*discussion*)
 - i. Center System Property Purchase – P&S Agreement status/execution
 - 1. P&S was amended as discussed at the last meeting. The town cannot apply for specific permits until the town is the owner of the property.
 - ii. Status of Village System
 - 1. Waiting for final word from the hydrogeologist, but at this point it is looking like it may have to be shelved indefinitely at this point in time due to lack of a site for a disposal field.
 - 2. The board is coming to a point where a formal decision is going to have to be made in order to move forward with the project for the Center, including funding sources, how loan money and grant funding is to be accessed and determine the viability of the project.

3. Kip asked about the state stepping to condemn the property/take the property. He also asks about this being a public discussion about this process.
 - a. Town Meeting and a Public Information Session could be public forums for discussion of this possibility to occur.
- d. 98 Main St. / USPS (*update*)
 - i. USPS after 6 weeks of non-response there was an email to schedule a discussion
- e. TD Bank ATM (*update*)
 - i. 1/17/24, Charlie had a conversation with TD. The ATM needs to be replaced by the end of 2024 as it is often out of order. They are willing to work with the Town to stand up a stand alone ATM kiosk that will meet the specs of the project as it moves forward.
- f. Grange/Town Hall Committee, Charter (*discussion/board action*)
 - i. Tosca presents a standard charter including the purpose, responsibilities and organization for the Town Hall Committee. One core component of the charter is that funding opportunities be pursued to offset costs.
 - ii. The committee will begin handling the scheduling for the building, as well as addressing maintenance concerns and cleaning as needed after events.
 - iii. Removed from the presented charter was the need for committee member to be residents of the town.
 - iv. Collecting of fees will continue to be handled by the town office.
 - v. Change E under Organization to read Committee Chairs
 - vi. An Amended copy of the Town Hall Committee Charter will be brought to the February meeting.
- g. Ratification of Reserve Fund Expenditure for Boiler Installation PSB (*board action*)
 - i. The money needs to come from the Reserve Fund for this project. Mark motioned to take the funds needed \$14, 621 to come from the Reserve Fund, Leanne seconded the motion. Motion passed 5-0-0.
7. New Business
 - a. FY25 Municipal Budget update (*discussion/board action pending*)
 - i. The budget is about 95% complete. There are questions about allocation of funds from the reserve fund. This will be discussed with the auditor. The budget committee meets tomorrow, hopefully with answers to this question.
 - ii. The actual budget number is less than last year's number, but further discussion of reserve funds will occur tomorrow.
 - b. Town Meeting 2024 Warning
 - i. Voter Petitions Received (*discussion/board action*)
 1. One petition with two questions was submitted. One question is with regard to adding curbs and sidewalks on 118 in the Center. The other question on this petition was with regard to maintaining 98 Main Street.
 - a. VLTC advises that neither of these questions is binding.
 - b. Charlie will include these items on the Warning as non-binding
 2. Create a Town Hall reserve fund, if they do not have a reserve fund then the money raised would otherwise go to the general fund
 3. Add article to the warning for \$250,000 for a vault for a 5 year term.
 - c. NRPC Contract for Planning Services (*board action*)
 - i. Tabled until next meeting for clarification of grant funding and possible typo

- d. Liquor/Tobacco Licenses (*board action*)
 - i. 3rd class Hotel license for Darlyn Inc
 - ii. 2nd Class Liquor and Tabacco License for Jolley Associates.
 - 1. Mark motioned to approve both licenses as listed above. Suzanne seconded. Motion passed 5-0-0.
- e. Fleet Permits (*board action*)
 - i. Newport Sand and Gravel
 - ii. Barrett's Trucking
 - iii. Bourne's Energy
 - 1. Mark reviewed fleet permits and motioned to approve all as written, Leanne seconded. Motion passed 5-0-0.
- 8. Open Mail / Sign Orders / Administrative Matters
- 9. Review Action Items for Board Members
- 10. Adjourn
 - a. Motion to adjourn was made by Leanne and seconded by Suzanne. Motion passed and meeting adjourned at 8:12pm.