

Town of Ferrisburgh  
Selectboard Minutes – APPROVED  
March 17, 2020

**Members present:** Jim Benoit, Chris Campbell, Clark Hinsdale, Jessica James.  
Michael “Red” Muir participated electronically.

**Town officials present:** Pam Cousino, town clerk; Reilly LaBerge, road crew employee.

**Visitors present:** Dana Bibb, Bessie Sessions.

**1. 6:30 p.m. Call to order and reorganization of selectboard.**

**(a) Town clerk — call the meeting to order.** Pam Cousino, town clerk, called the meeting to order at 6:30 p.m.

**(b) Motion to elect chairperson.** Jim Benoit made a motion to elect Jessica James chairperson of the board. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

**(c) Motion to elect vice chairperson.** Jim Benoit made a motion to elect Clark Hinsdale vice chairperson of the board. Red Muir seconded. All voted in favor. MOTION PASSED.

Jessica James welcomed new selectboard member Chris Campbell.

**(d) Motion to elect clerk of the board.** Jim Benoit made a motion to elect Red Muir clerk of the board. Chris Campbell seconded. All voted in favor. MOTION PASSED.

**(e) Motion to appoint minute taker.** Clark Hinsdale made a motion to appoint Jean Silveira as minute taker. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**(f) Motion to adopt the Ferrisburgh Selectboard Rules of Procedure.** Clark Hinsdale made a motion to adopt the Ferrisburgh Selectboard Rules of Procedure. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**(g) Motion to set the first and third Tuesdays as the meeting schedule.** Jim Benoit made a motion to set the first and third Tuesdays of every month as the meeting schedule. Chris Campbell seconded. All voted in favor. MOTION PASSED.

**(h) Motion to designate the official newspaper.** Jim Benoit made a motion to designate the *Addison Independent* as the official newspaper. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

**(i) Motion to designate the official posting of agendas/meetings/warnings.** Jim Benoit made a motion to designate the town clerk’s office, Ferrisburgh post office, North Ferrisburgh post office, West Ferrisburgh (at the intersection of Basin Harbor Road and Jersey Street), and the town website as the official posting locations for agendas/meetings/warnings. Clark Hinsdale seconded. All voted in favor. MOTION PASSED. Pam Cousino, town clerk, commented that the bulletin board in West Ferrisburgh needs glass on the front to keep papers from blowing away.

**(j) Motion to authorize a designated selectboard member to sign weekly payroll warrant.** Clark Hinsdale made a motion to authorize the chairperson to sign the weekly payroll warrant. Jim Benoit seconded. All voted in favor. MOTION PASSED. Discussion ensued regarding other board members

being able to sign if the chairperson is not available. Clark Hinsdale amended his motion: to authorize the chairperson to sign the weekly payroll warrant and all other board members if the chairperson is unavailable. Jim Benoit seconded. All voted in favor. MOTION PASSED.

## **2. Approve minutes — March 3, 2020, regular meeting.**

Jim Benoit made a motion to approve the minutes of the March 3, 2020, regular meeting, as submitted. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

## **3. Selectboard new business**

**(a) John Bull — highway operations report.** Jessica James stated John Bull was on vacation so road crew employee Reilly LaBerge would give the report. He said work was slow right now. The crew is working to rebuild Pea Ridge Road. Working with Fire Chief Bill Wager, the crew created a fire access road behind the garage, which will allow the pump truck to pump out water from the river. He said the crew is also cutting and chipping while it waits for the roads to dry up. Jim Benoit asked if there is a plan in the future to fix the backup of water at the corner where Shellhouse Mountain Road meets Fuller Mountain Road. Reilly replied he would put it on John's radar.

**(b) Dana and Stefan Bibb — Middlebrook Road barking dog issue.** Dana Bibb addressed the board stating she has been trying to resolve the issue of dogs barking at all hours with the dog owners, Ann Matthews-Flack and Ed Amirault, since she moved into her home in 2014. Dana said the barking would stop for a day or two and begin again; when she would talk to the dog owners there was always an excuse as to why the dogs were out again. She said the barking is affecting her four-year-old daughter who is having trouble sleeping at night. She explained attempts by Jaimeelyn Gaboriault, animal control officer, to resolve the issue, which included fining the neighbors. Dana said she has come to the selectboard because she does not know what else she can do. She asked for suggestions. Following discussion, Jessica James said she would do some research, follow up, and email Dana.

**(c) Clark Hinsdale — Vergennes-Ferrisburgh Study Committee.** Before discussing this agenda item in detail, Clark Hinsdale said the top priority now is to cooperate with Vergennes with response to the coronavirus. Then he talked about how Vergennes and Ferrisburgh might benefit by setting up a joint study committee to work more closely on suggested issues, such as taking a broader view of environmental issues. After discussion, Clark made a motion to recommend that the Ferrisburgh selectboard formally propose to the Vergennes mayor and city council forming a joint study committee. Chris Campbell seconded. All voted in favor. MOTION PASSED.

**(d) Continuity Plan: COVID-19.** Jessica James said she, Town Clerk Pam Cousino, Fire Chief Bill Wager, the mayor and the city manager of Vergennes, Jill Strube of the Boys & Girls Club, and Tim Ryan of Waltham met to discuss creating an organization around COVID-19 and how to get information out and respond to the community. She said Molly Goodyear created a Facebook page for the town and Brian Goodyear set up Zoom video conferencing so townspeople could participate in meetings without being present. She explained that on the Vergennes town website there are links to other sites to obtain information related to the virus. She mentioned she is working with Pam to draft a letter to the elderly and most vulnerable townspeople to inform them of changes in office procedures. She said the Boys & Girls Club is cooking meals and looking for volunteers to deliver them; the school district is delivering free breakfasts and lunches for school children along bus routes starting at the Ferrisburgh Central School at 10:00 a.m. Pam talked about what the office is doing to reduce the number of people coming in, such as appointments for paralegals, mailing out hunting licenses, and meeting people in the parking lot to obtain dog licenses.

#### 4. Selectboard old business

**(a) Vorsteveld tree cutting in ROW update.** Jessica James said there is no update. Red Muir said the Legislature is working on the definition of a shade tree. Jessica said the bill is out of the House and going to the Senate.

#### 5. Selectboard general business

**(a) Motion to appoint Pam Cousino as town clerk/assistant town treasurer — 3-year term.** Clark Hinsdale made a motion to appoint Pam Cousino as town clerk/ assistant town treasurer for a 3-year term. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Prior to further motions, Jessica James announced that the town clerk, not the selectboard, appointments assistants, so items b. and d. were removed from the agenda.

**(c) Motion to appoint Deb Healey as town treasurer — 3-year term.** Jim Benoit made a motion to appoint Deb Healey as town treasurer for a 3-year term. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

#### **(e) Applicants' appointment requests**

**Zoning Board of Adjustment — 3-year term.** Clark Hinsdale made a motion to appoint Michael Delaney and David Mentzer to the zoning board of adjustment for 3-year terms. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**Planning Commission — 4-year term.** Jim Benoit made a motion to appoint Gail Blasius and Walter Reed to the planning commission for 4-year terms. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

**Conservation Commission — 4-year term.** Clark Hinsdale made a motion to appoint Craig Heindel to the conservation commission. Chris Campbell seconded. All voted in favor. MOTION PASSED.

**Addison County Regional Planning Commission Representative — 1-year term.** Jim Benoit made a motion to appoint Steve Huffaker, Arabella Holzapfel, and Tim Davis as representatives to the Addison County Regional Planning Commission for 1-year terms. Chris Campbell seconded. All voted in favor. MOTION PASSED.

**TAC (Addison County Transportation Advisory Committee) Representative — 1-year term.** Clark Hinsdale made a motion to appoint Steve Huffaker as representative to TAC. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**Addison County Solid Waste Management District Representative — 1-year term.** Red Muir made a motion to appoint Steve Huffaker as representative to the Addison County Solid Waste Management District for a 1-year term. Jim Benoit seconded. All voted in favor. MOTION PASSED.

#### 6. Public comment

There was no public comment.

#### 7. Other business

Red Muir said bids received to repair the roof of the offices building and of the Sisters house would be discussed at the next building maintenance committee meeting. Clark Hinsdale questioned if it may be time to renegotiate the lease and offer consideration to the renters of the Sisters house in lieu of replacing the roof, as the town will probably tear down the building once the lease ends. Red also said he would be meeting with Miles Jenness of Vermont Heavy Timber to update the scope of work for residing the Union Meeting Hall tower.

## **8. Correspondence**

**(a) Prevent Child Abuse Vermont — “Pinwheel Gardens.”** Jessica James stated there were not funds in the budget to support this program.

**(b) VTrans — Approved 2020 Certificate of Highway Mileage.** The approved certificate was received by mail from VTrans.

**(c) Vermont League of Cities & Towns — Selectboard Trainings — March 21 and 26, 2020.** Jessica James announced the trainings had been postponed.

## **9. Selectboard to approve or sign**

**(a) Basin Harbor Club – (11) 2020 liquor license renewal applications.** Jim Benoit made a motion to approve eleven 2020 liquor license renewal applications for Basin Harbor Club. Clark Hinsdale seconded. All voted in favor. MOTION PASSED.

**(b) Dollar General Store — 2020 liquor license renewal application.** Red Muir made a motion to approve the 2020 liquor license renewal application for Dollar General Store. Jim Benoit seconded. All voted in favor. MOTION PASSED.

**(c) Selectboard warrant.** After review, Jim Benoit made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$55,265.12. Clark Hinsdale seconded. Jim Benoit, Chris Campbell, Clark Hinsdale, and Jessica James voted in favor. Red Muir abstained. MOTION PASSED.

## **10. Adjourn**

Jim Benoit made a motion to adjourn the meeting at 7:48 p.m. Red Muir seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,

Jean Silveira