

**Town of Ferrisburgh
Selectboard Minutes
January 17, 2023**

Members present: Jessica James, Chris Campbell, Red Muir, Jim Benoit

Town officials present: Pam Cousino, Town Clerk, Laurie Curler, Assistant Town Clerk, Deb Healey, Treasurer

Visitors present: Bessie Session, Jean Richardson, Bonnie Barnes, Todd Hardie, Hannah Townsend, Ashley LaFlam

1. 6:30 p.m. Call regular meeting to order

Jessica James called the meeting to order at 6:32 p.m.

Jessica James asked for an amendment to the agenda to add a request from the Vergennes Legion Post 14 for an increase of town's authorized funds to \$1,000.00.

Jim Benoit moved to add 8. B) Vergennes Legion Post 14 request to increase of the town's authorized funds. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

2. Approve Minutes – Regular meeting January 3, 2023, Budget Meeting January 3, 2023, Budget Meeting January 10, 2023, Budget Meeting December 20, 2022

Jim Benoit moved to approve the regular meeting minutes of January 3, 2023 as presented. Red Muir seconded the motion. All voted in favor. MOTION PASSED

Jim Benoit moved to approve the budget meeting minutes of January 3, 2023 as presented. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

Red Muir moved to approve the budget meeting minutes of January 10, 2023 as presented. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

Chris Campbell moved to approve the budget meeting minutes of December 20, 2022 as presented. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

3. Public Comment

None

4. Selectboard New Business

a) John Bull – Highway Operations Report

John Bull was unable to attend

b) John Bull – 2023 Highway Mileage Certificate to be signed

Pam Cousino presented the certificate for signature.

Jim Benoit moved to approve and sign the 2023 Highway Mileage Certificate. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

c) Contract Extension 7 & 22A – Todd Hardie and Carl Cole

Carl Cole stated both proposed projects are making significant progress. They are requesting an extension to the due diligence period as they begin the ACT 250 process. They requested a 90 day extension although they cannot predict how long it will take to get through the ACT 250 process. They plan to apply for the zoning permit in March. Todd Hardie and Hannah Townsend presented detailed plans for their proposed buildings and use of the land. There was discussion on the name of the road onto the property. Park Lane is the current road up to the property and they would like to continue that into their project. Pam Cousino will research to see if this is possible.

Red Muir moved to accept and sign the due diligence extension letters as presented. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

5. Selectboard Old Business

a) Update on the Transit-Oriented Development (TOD) Raise Grant request for letter of support by Bonnie Barnes & Jean Richardson

Bonnie Barnes presented a draft plan to be submitted to the ACRPC on January 20, 2023. The draft included an outline of the planning areas with a map, previous planning related efforts in these areas, and a plan for outreach efforts. Final selections for the project will be announced in May 2023 with the project occurring in FY24/25.

Red Muir moved to authorize Bonnie Barnes and Jean Richardson to forward the municipal letter of commitment to the ACRPC. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

b) Town Center Methodist Church Update

Red Muir reported that the insurance company came out and inspected the church and provided an action list. The Clark-Wright Septic Company marked the septic system location and the company will pump the tank and determine the structure of it.

c) Building Maintenance Update with Possible Action

Red Muir reported that the insurance company was out and inspected the town buildings. There were some changes needed for some lights and fire extinguishers. They also found a heating system pump in the town office had failed. Red reported the cost to replace the pump is \$4,846.00. In the historical society building they found the need for a GFI outlet, battery operated smoke detectors and light replacements. John Bull and Bill Wager will be contacted for the inspection of their buildings.

Chris Campbell moved to authorize spending \$4846.00 from the building maintenance fund for a redundant system in the town office. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

d) Union Meeting Hall Grants Update – Friends of the Union Meeting Hall

Ashley LaFlam reported they are spending a lot of time on the paperwork for the National Parks Service and the Preservation Trust to submit the list of 2023 projects. Ashley reviewed the previously discussed need for a 15 year easement on the building that will require all projects meet historic requirements which is already being done.

e) Review Personnel Policy

Pam Cousino reported she has compared the town personnel policy with the model policy she received. Pam found enough differences between the two policies that she proposed the most efficient way to move forward would be for her to work with two Selectboard members. Jim Benoit and Chris Campbell volunteered to work with Pam.

6. Selectboard General Business

a) Appointments

Trails Committee – Drew Mills, Barry Estabrook

Pam Cousino received an email from Drew Mills and Barry Estabrook asking to be added to the Town Trails Committee.

Jim Benoit moved to add Drew Mills and Barry Estabrook to the Town Trails Committee. Red Muir seconded the motion. All voted in favor. MOTION PASSED

7. Other Business

None

8. Correspondence

a) Resignation from Trails Committee – Amy Dohner

Amy Dohner submitted her letter of resignation from the Town Trails Committee.

b) Vergennes Legion Post 14 request

The Vergennes Legion Post 14 requested an increase to \$1,000.00 for their annual town authorized funds. After discussion it was determined they will need to submit a petition for this request as the town warning has been drafted.

9. Selectboard to Approve or Sign

a) Warning for Town Meeting to be held on March 4, 2023

Pam Cousino presented a draft for the Town Meeting warning to be held on March 4, 2023 at the Ferrisburgh Town Hall.

Red Muir moved to approve the Town Meeting warning. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

b) Selectboard Warrant

Red Muir moved to approve and sign the warrant for \$78,644.29. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

10. Adjourn

Red Muir moved to adjourn the meeting at 7:38 p.m. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

Respectfully submitted,
Carol Allen