

**Town of Ferrisburgh
Selectboard Minutes
March 16, 2021**

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

Town officials present: Pam Cousino, Town Clerk, Laurie Curler, Assistant Town Clerk, Deb Healey, Treasurer, John Bull, Highway Department Foreman. All town officials participated electronically using Zoom.

Visitors present: None

1. 6:30p.m. Call regular meeting to order and reorganization of Selectboard

a. Town Clerk – call the meeting to order

Pam Cousino called the meeting to order at 6:32 p.m.

Jessica James moved to add under Old Business, item 5.b) Authorize the chair to sign on the town’s behalf the mediation agreement release in the Vorsteveld tree cutting in ROW. Clark Hinsdale seconded the motion. All voted in favor. MOTION PASSED

b. Motion to elect chairperson

Pam Cousino asked for a motion to elect the Selectboard Chairperson. Red Muir moved to elect Jessica James as the Selectboard Chair. Jim Benoit seconded the motion. Clark Hinsdale said Jessica has been a tireless advocate and hard worker on behalf of the people of the town of Ferrisburgh. All voted in favor. MOTION PASSED

c. Motion to elect vice-chairperson

Red Muir moved to elect Clark Hinsdale as Vice- Chairperson. Jim Benoit seconded the motion. Red thanked Clark for the duties he performed in the past year. All voted in favor. MOTION PASSED

d. Motion to elect clerk of the board

Jessica James asked for a motion to elect a clerk of the board. Clark Hinsdale moved to elect Red Muir as the clerk of the board. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

e. Motion to appoint minute taker

Jessica James asked for a motion to appoint the minute taker. Clark Hinsdale moved to appoint Carol Allen as the minute taker for 2021-2022. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

f. Motion to adopt the Ferrisburgh Selectboard Rules of Procedure

Jessica James asked for a motion to adopt the Ferrisburgh Selectboard Rules of Procedure. Jim Benoit moved to adopt the Ferrisburgh Selectboard Rules of Procedure. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

g. Motion to set the first and third Tuesday's as the meeting schedule

Jessica James asked for a motion to set the first and third Tuesday's as the Selectboard meeting schedule. Jim Benoit moved to meet on the first and third Tuesday's. Clark Hinsdale seconded the motion. All voted in favor. MOTION PASSED

h. Motion to designate the official newspaper

Jessica James asked for a motion to designate the official newspaper. Jim Benoit moved to have the Addison Independent be the official newspaper. Red Muir seconded. All voted in favor. MOTION PASSED

i. Motion to designate the official posting of agendas/meetings/warnings

Jessica James asked for a motion to designate the official posting of agendas/meetings/warrants. Red moved to designate the posting of agendas/meetings/warrants at both post offices, the town hall, the West Ferrisburgh bulletin board, FPF, and the town website. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

j. Motion to authorize a designated Selectboard member to sign weekly payroll warrant

Jessica James asked for a motion to designate a Selectboard member to sign the weekly payroll warrant. Clark Hinsdale moved to designate Jessica James to sign the weekly payroll warrant. Red Muir seconded the motion. All voted in favor. MOTION PASSED

2. Approve Minutes – Regular meeting, March 2, 2021

Jessica James asked for an amendment to the March 2, 2021 minutes to add, under Selectboard Old Business 5. a) Vorsteveld tree cutting in ROW – executive session, times for each motion. The first motion was made at 6:40 p.m.; the second motion was made at 6:55 p.m.; the third motion was made at 6:56 p.m. Jessica James asked for a motion to add these times to the March 2, 2021 minutes. Jim Benoit moved to add the times of 6:40 p.m. for the first motion, 6:55 p.m. for the second motion, and 6:56 p.m. for the third motion. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

Jim Benoit moved to approve the March 2, 2021 meeting minutes with the addition of the times for the executive session. Clark Hinsdale seconded the motion. All voted in favor. MOTION PASSED

3. Public Comment

No public comment

4. Selectboard New Business

a) John Bull – highway operations report

John Bull indicated the dirt roads are looking good, hardly any potholes. The salt shed is about 1/3 full. They went to West Ferrisburgh to cut a tree that fell overnight just missing a home. They are building the roller for the back of the grader due to a grant they received.

In the Hollow, at the Tim Davis property, there is a drop inlet that goes into a cement culvert that empties into the neighbor's property. Tim is going to work on the septic and they are working with him to determine a plan as the state doesn't want this under the septic system.

There are three trees on the Four Winds Road, one on the corner, obstructing the sign and one growing into the culvert. Jim Benoit said they should be removed if they impede the culvert and are in the way of the plow. Chris Campbell added that Cliff Mix should be contacted for his opinion. John will reach out to Cliff.

Long Point – now that town meeting has passed John has started evaluating this area. He is putting together a document outlining things that have been done over the years and changes the town has made. In the past Long Point has put in speed bumps, no parking signs, and a water line that they have been asked to move, and the culvert that needs repair they turned into a storm drain. He'll send the document to the Selectboard for their input. Jessica James asked if there was an ordinance for these items. He is still researching. Discussion was held around if other areas of town have made requests or implemented similar things. Chris Campbell stated it's important that the same rules apply to all areas of Ferrisburgh. Clark Hinsdale said the beach and parking issues at Long Point also need to be addressed.

Clark Hinsdale wanted to follow up on the Ferrisburgh beach issue. Pam Cousino did get information about the past concept of putting in cement picnic tables, permanent grills and possibly a pavilion. Mike McGarry is still interested in having a proposal made for a charitable contribution to help recreation in Ferrisburgh. Clark proposed that a plan should be put together to present to Mike. John Bull shared that at one time there was a recreation committee. Prep work was done for a pavilion but it was never completed. There were stone fire places but they didn't stand up to the winters. Use has increased in the past few years. Deb Healey added that the skating rink committee has also taken on the pickle ball and basketball courts. John Bull said he would contact Martha to see if they have any interest in working on the beach as well.

b) Victoria Brady – request for interest payment to be refunded

A letter was received from Victoria Brady requesting a refund for the interest assessed on her March 1, 2021 property tax installment. While the dates on the checks were in advance of the deadline, it was not received at the town office by March 1st. Deb Healey indicated there were twelve residents who processed the payment through their bank bill pay process and then mailed. Some banks aggregate the checks and then send them via bulk mail so there is no indication of the exact date sent and mail has been extremely late this year.

Clark Hinsdale moved that the town refund \$21.33 to Victoria Brady for interest on the March 1, 2021 tax installment. All were opposed. MOTION FAILED

5. Selectboard Old Business

a) Building Maintenance Committee update

i. Union Meeting Hall

Ashley LaFlam contacted Jessica James to let her know she had no update for the Union Meeting Hall. Red Muir reported that Carl Cole is working on the contract for the steeple repair. The outside power has been completed at the Union Meeting Hall. The outside lights are installed over the doors and are setup on a timer for the hours of 7p.m. to 10 p.m. Jessica James signed letters to the bidders that were not chosen for the steeple repair.

ii. **Town office building**

Sisters property – Bill Wager will get in touch with Clover State to get the roof repair started.

No update from Breadloaf.

Clark Hinsdale expressed his extreme appreciation to Red Muir for staying on top of these projects. The quality of the work Red and the committee members are doing is profoundly appreciated.

b) **Authorize the chair to sign on the town's behalf the mediation agreement release in the Vorsteveld tree cutting in ROW**

Jessica James said the agreement is ready and she will send to the Selectboard for their review. Clark Hinsdale moved to authorize the chair to sign the mediation agreement release in the Vorsteveld tree cutting in the ROW on behalf of the town. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

6. **Selectboard General Business**

a. **Applicants' appointment requests**

Addison County Regional Planning Commission Representative – 1- year term

Arabella Holzapfel Tim Davis Steve Huffaker

Jim Benoit moved that Arabella Holzapfel, Tim Davis and Steve Huffaker be appointed for a 1-year term as the Addison County Regional Planning Commission Representatives. Clark Hinsdale seconded the motion. All voted in favor. MOTION PASSED

Addison County Solid Waste Management District Representative – 1- year term

David Olson

Jim Benoit moved that David Olson be appointed as the Addison County Solid Waste Management District Representative for a 1-year term. Red Muir seconded the motion. All voted in favor. MOTION PASSED

Fence Viewers – 1- year term

Art Cohn Sheri Arroyo

Jim Benoit moved that Art Cohn and Sheri Arroyo be appointed as Fence Viewers for a 1-year term. Red Muir seconded. Jim Benoit, Chris Campbell, Red Muir and Jessica James voted in favor. Clark Hinsdale abstained. MOTION PASSED

TAC (Addison County Transportation Advisory Committee) Representative – 1-year term

Steve Huffaker

Red Muir moved to appoint Steve Huffaker as the TAC Representative for a 1-year term. Clark Hinsdale seconded the motion. All voted in favor. MOTION PASSED

Tree Warden – 1-year term

Cliff Mix

Clark Hinsdale moved, with an expression of gratitude for his recent service, that Cliff Mix be appointed as the Tree Warden for a 1-year term. Red Muir seconded the motion. All voted in favor. MOTION PASSED

Zoning Board of Adjustment – 3-year term

Norm Smith, Chair Diane Nadon

Clark Hinsdale moved that Norm Smith and Diane Nadon be appointed to the Zoning Board of Adjustment each for a 3-year term. Red Muir seconded the motion. All voted in favor.

MOTION PASSED

Clark Hinsdale mentioned a best practice that might want to be considered. Many communities are appointing alternates in the event a member of the board has a conflict of interest. Clark suggested that it be run by the two boards for future discussion

7. Other Business

Jessica James provided an update on the traffic light installation planned for the Old Hollow and Stage Road intersection on route 7. She heard from Erin Parizo that the contract was awarded to Don Weston Excavating, Inc. They are getting ready to start the work this summer and they are optimistic the installation will be complete by October 15, 2021. Pre-construction conferences will begin soon likely via written memo due to COVID protocols.

Clark Hinsdale reported that the Vergennes Economic Corridor Committee has met twice and are in the final stages of awarding the contract for the work analysis. This will be the process to include the environmental impacts and outreach to the communities. There has been a strong recommendation that Ferrisburgh and Panton be active in the process because the land use impact will be primarily on these towns.

8. Correspondence

- a) **Beth Pidgeon and Sally (Pierce) Boisvine – thank you to highway department for new mailbox**
The Selectboard received a thank you note from Beth Pidgeon and Sally Boisvine thanking the highway department for replacing their mailbox.

9. Selectboard to approve or Sign

- a) **Basin Harbor Club (12) – 2021 Liquor License Renewal Application**
- b) **Dakin Farm – 2021 Liquor License Renewal Application**
- c) **Dollar General Store #13135 – 2021 Liquor License Renewal Application**
- d) **Gilfeather’s Fine Foods – 2021 Liquor License Renewal Application**
- e) **Jiffy Mart – 2021 Liquor License Renewal Application**
- f) **Jolley Store #311-2021 Liquor License Renewal Application**
- g) **Starry Night Café (3) – 2021 Liquor License Renewal Applications**
- h) **Village Café (3) – 2021 Liquor License Renewal Applications**

Clark Hinsdale moved to approve the 2021 Liquor License applications for Basin Harbor Club, Dakin Farm, Dollar General Store, Gilfeather’s Fine Foods, Jiffy Mart, Jolley Store, Starry Night Café and Village Café, as shown on the March 16, 2021 agenda. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

Jessica reminded the board that everyone must stop in the office to sign these by Friday.

i) Selectboard warrant

Red Muir moved to approve the warrant in the amount of \$34,754.74. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

10. Adjourn

Jessica James asked for a motion to adjourn. Red Muir moved to adjourn the meeting at 7:43. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

Respectfully submitted,

Carol Allen