

**Town of Ferrisburgh
Selectboard Minutes
March 21, 2023**

Members present: Chris Campbell, Red Muir, Jim Benoit, Clark Hinsdale, Walter Reed

Town officials present: Pam Cousino, Town Clerk, Laurie Curler, Assistant Town Clerk, John Bull, Highway Department Foreman

Visitors present: Bessie Sessions, Arabella Holzapfel, Jean Richardson, Kurt Haigis, Andy Kirkaldy, Maddy Shropshire

1. 6:30 p.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 6:30 p.m.

b) Motion to elect Chairperson

Pam Cousino asked for a motion to elect a Selectboard Chair. Red Muir moved to elect Clark Hinsdale Selectboard Chair. Jim Benoit seconded the motion. Pam Cousino cast a vote for Clark Hinsdale to be Chair. Red Muir, Jim Benoit, Chris Campbell, and Walter Reed voted in favor. MOTION PASSED

c) Motion to elect Vice Chairperson

Red Muir moved to elect Chris Campbell Selectboard Vice-Chair. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

d) Motion to elect Clerk of the board

Red Muir moved to elect Walter Reed Clerk of the Board. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

e) Motion to appoint Minute Taker

Red Muir moved to appoint Carol Allen as Minute Taker. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

f) Motion to adopt the Ferrisburgh Selectboard Rules of Procedure

Red Muir moved to adopt the current Ferrisburgh Selectboard Rules of Procedure. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

g) Motion to set the first and third Tuesdays as the meeting schedule

Jim Benoit moved to set the first and third Tuesdays as the Selectboard meeting schedule. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

h) Motion to designate the official newspaper

Jim Benoit moved to designate the Addison Independent the office newspaper. Walter Reed seconded the motion. All voted in favor. MOTION PASSED

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

Red Muir moved to designate the Ferrisburgh Town website, Ferrisburgh Town Office, Ferrisburgh Post Office, North Ferrisburgh Post Office, West Ferrisburgh Bulletin Board, and

Front Porch Forum as the official posting sites for agendas, meetings, and warnings. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

j) Motion to authorize all Selectboard members to sign weekly payroll warrant

Jim Benoit moved to authorize all Selectboard members to sign the weekly payroll warrant. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

k) Motion to have Selectboard liaison with town committees and departments

Clark Hinsdale would like to have a Selectboard liaison with the town committees and departments. He proposed Walter Reed would be a good match with Planning and Zoning. Red Muir is the liaison with Building Committee. Jim Benoit is the liaison with the Highway Department. The other committees will have a liaison designated at a future meeting.

Clark Hinsdale proposed that the liaison's meet with their respective committees and departments twice a year. One meeting to be held between town meeting and July 1st and the second one occurring in the November/December time frame for budget planning.

Clark Hinsdale asked if there were any additions to the agenda. Clark Hinsdale requested item 8 c) Abandoning a prior permit be added under Correspondence.

Red Muir moved to amend the agenda by adding item 8 c) Abandoning a prior permit under Correspondence. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

2. Approve Minutes – Regular meeting March 7, 2023

Jim Benoit moved to approve the regular meeting minutes of March 7, 2023 as presented. Chris Campbell seconded the motion. Jim Benoit, Chris Campbell, Red Muir, and Clark Hinsdale voted in favor. Walter Reed abstained. MOTION PASSED

3. Public Comment

Red Muir welcomed Walter Reed to the Selectboard.

4. Selectboard New Business

a) John Bull – Highway Operations Report

John Bull reported they have begun prepping the lawn equipment. They will be grading and putting out gravel in the coming weeks. There have been changes to storm water procedures and permits. He provided the information to the Selectboard. The fifth year anniversary of the general roads permit is April 1, 2023 and he will need to do an inventory of roads needing work to meet compliance. There is an aggressive paving schedule for this year and the work will be going out for bids.

Red Muir asked John to keep in mind the need to dig up the septic tank at the brown church.

b) Municipal Roads General Permit (MRGP) to be approved

This has already been approved, signed, and submitted.

c) Municipal Energy Resilience Program – Maddie Shropshire

Kurt Haigis and Maddy Shropshire, Energy Planner for Addison Country Regional Planning Commission, attended to share information on the Municipal Energy Resilience Program (MERP). Kurt presented the Ferrisburgh Energy Scorecard with an overall score of B. The scorecard included energy, transportation, and land use data. It also included an action plan with target dates of 2025. Ferrisburgh surpassed the previous targets for thermal efficiency and renewable energy generation.

Kurt introduced Maddy Shropshire and the Municipal Energy Resilience Program (MERP). The MERP is a new grant program to help communities become more energy resilient by reducing energy usage, operating costs, and greenhouse gas emissions. No local match is required for this funding.

d) Commercial Cleaning of Town Hall

The Building Maintenance Committee reviewed quotes from 3 services and are recommending Mr. Mike's Cleaning Service at a rate of \$115.00 per week.

Red Muir moved to hire Mr. Mike's Cleaning Service at \$115.00 per week. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

5. Selectboard Old Business

a) Town Center Methodist Church update by Red Muir

Red Muir reported that the sensors for water, temperature, and humidity have been received. He will setup the monitoring app and get them installed. Jean Richardson reported the radon test kits were received and will be setup in the town hall and brown church.

b) Building Maintenance Update by Red Muir

Red Muir reported on bids the Building Maintenance Committee reviewed for the refinishing of the town hall floors. The committee recommends Danaher Floors at a cost of \$15,600. Discussion was held on the logistics of refinishing the floors, associated costs, and maintaining town hall functions during the two to two and a half weeks it will take for the work.

Red Muir moved to approve the town hall floor refinishing project not to exceed \$23,650. Chris Campbell seconded the motion.

Discussion was held on the various parts of the estimate outside of the floor refinishing like storage of furniture. Chris proposed that the motion be for just the actual floor refinishing to get the work scheduled for this year and discuss logistics at future meetings.

Chris Campbell moved to amend the motion to approve the cost of \$15,600 for Danaher Floor Company to schedule the floor refinishing. Jim Benoit seconded the motion. All voted in favor. MOTION PASSED

Red Muir presented a quote of \$4,200 from Blue Sky for window cleaning that has not been done since 2016. After discussion it was decided to do more research and table for now.

Red reported that Jean Richardson had contacted Black Rock Slate who offers a drone assessment of slate roofs. They charge \$500 per building. Red will request a quote.

6. Selectboard General Business

a) Motion to appoint Pam Cousino as Town Clerk/Assistant Treasurer – 3 year term

Jim Benoit moved to appoint Pam Cousino as Town Clerk/Assistant Treasurer for a three year term. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

b) Motion to appoint Laurie Curler as Assistant Town Clerk/Assistant Town Treasurer – 3 year term

Jim Benoit moved to appoint Laurie Curler as Assistant Town Clerk/Assistant Town Treasurer for a three year term. All voted in favor. MOTION PASSED

c) Appointments

Rogers and Hazard Relief Society – 1 year term – Lee Shorey

Jim Benoit moved to appoint Lee Shorey to the Rogers and Hazard Relief Society for a one year term. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

**Zoning Board of Adjustment – 3 year term – Mike Delaney
3 year term – Dave Mentzer**

Jim Benoit moved to appoint Mike Delaney to the Zoning Board of Adjustment for a three year term. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

Jim Benoit moved to appoint Dave Mentzer to the Zoning Board of Adjustment for a three year term. Walter Reed seconded the motion. All voted in favor. MOTION PASSED

Addison County Solid Waste District (ACSWD) – 1 year term – David Olson

Jim Benoit moved to appoint David Olson to the Addison County Solid Waste District for a one year term. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

7. Other Business

None

8. Correspondence

a) Homeward Bound – Thank you note

A thank you note for continued support was received from Homeward Bound.

b) Act 250 application for Champlain Valley Grain Center

A letter was received from Lucy Thayer stating the ACT 250 permit application for the Champlain Valley Grain Center was submitted on March 3, 2023.

c) Abandoning a prior permit

There is currently a septic permit for Stewarts for the lot on the corner of 22A and Route 7. In order for the ACT 250 application to move forward for the Champlain Valley Grain Center, the existing permit must be abandoned.

9. Selectboard to Approve or Sign

a) Liquor and Tobacco License Approvals

Clark Golf Management LLC (First Class, Third Class and Outside Consumption)

Jim Benoit moved to approve the First Class, Third Class, and Outside Consumption Liquor and Tobacco License for Clark Golf Management, LLC. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

b) Homeward Bound Contract Renewal

Homeward Bound submitted a contract for April 1, 2023 through March 31, 2024.

Jim Benoit moved to approve and sign the 2023-2024 contract with Homeward Bound for \$600. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

c) Addison County Solid Waste District (ACSWD) Form for appointment to be signed

Jim Benoit moved to sign the Addison County Solid Waste District appointment for David Olson. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

d) Selectboard Warrant

Red Muir moved to approve and sign the warrant for \$106,125.17. Walter Reed seconded the motion. All voted in favor. MOTION PASSED

10. Adjourn

Red Muir moved to adjourn the meeting at 8:30 p.m. Chris Campbell seconded the motion. All voted in favor. MOTION PASSED

Respectfully submitted,
Carol Allen