

Town of Ferrisburgh
Selectboard Minutes / DRAFT
September 5, 2017

Members present: Jim Benoit, Rick Ebel, Steve Gutowski, Loretta Lawrence.
Michael "Red" Muir joined the meeting by telephone.

Town officials present: Deb Healey, town treasurer; Gloria Warden, town clerk.

Visitors present: Carl Cole, Steve Huffaker, Bessie Sessions, Charlene Stavenow, Sally Torrey, Rob Viens.

1. 6:30 p.m. Regular meeting — call to order.

Loretta Lawrence, chair, called the meeting to order at 6:33 p.m. She asked for a motion to amend the agenda, adding **9 (d) Vermont Agency of Transportation — sign Request for Reimbursement form for work on bridge on Little Chicago Road. 9 (d) Selectboard warrant will become 9 (e).** Jim Benoit made a motion to amend the agenda as described. Rick Ebel seconded. All voted in favor. MOTION PASSED.

2. Approve minutes — August 15, 2017, regular meeting and August 15, 2017, special meeting.

Steve Gutowski made a motion to approve the minutes of the August 15, 2017, regular meeting, as submitted. Jim Benoit seconded. Jim Benoit, Rick Ebel, Steve Gutowski, and Loretta Lawrence voted in favor. Red Muir abstained. MOTION PASSED.

Steve Gutowski made a motion to approve the minutes of the August 15, 2017, special meeting, as submitted. Jim Benoit seconded. Jim Benoit, Rick Ebel, Steve Gutowski, and Loretta Lawrence voted in favor. Red Muir abstained. MOTION PASSED.

3. Selectboard new business

(a) Sally Torrey, delinquent tax collector — tax sales. Sally Torrey submitted a report to the board listing the five homeowners she contacted who have not paid property taxes for 2015–2017: Lauren Hunter Billings, David Booth, Mark Bowen, Christopher Dennis, and Frank Luyster. She requested using the town's attorney, if needed. Steve Gutowski made a motion to authorize Sally Torrey, delinquent tax collector, to use the services of Jim Carroll, if needed. Rick Ebel seconded. All voted in favor. MOTION PASSED. Sally informed the board that she would leave her position by March 2018.

4. Selectboard old business

(a) Global Resource Options, Inc. (dba groSolar) Memorandum of Understanding (MOU) review.

Discussion ensued concerning a change to the final MOU: creating a fund for possible future decommissioning. Rick Ebel made a motion that the Town of Ferrisburgh join in the Memorandum of Understanding, to be executed on September 5, 2017, with Global Resource Options, Inc. Jim Benoit seconded. All voted in favor. MOTION PASSED. The project is a 5 MW AC solar installation and battery storage at the corner of Greenbush Road and US Route 7.

(b) Charlene Stavenow, chair of Zoning Board of Adjustment — zoning issues. Charlene Stavenow commented that the State of Vermont is seeking the town's recordings. Loretta Lawrence asked the town clerk if the recordings were being done on a daily basis. Gloria Warden, town clerk, said that the backlog from June is being worked on.

Charlene thanked the board for hiring Bonnie Barnes as interim zoning administrator. Charlene stated that since Bonnie has come aboard, things are going well. Charlene is very pleased with Bonnie's work. She will be formally introduced to the zoning board at the September 6, 2017, meeting.

Charlene submitted her letter of resignation to the board. She stated she is retiring after more than 30 years on the job. She said it has been a privilege. Steve Gutowski commented that Charlene always acted in a professional manner. He continued by saying that Charlene did an excellent job, making it easy not only for the applicants but also for board members who needed to interpret the bylaws. The board thanked Charlene for her many years of service. Steve Gutowski made a motion to accept Charlene's resignation as town zoning board chair, with sincere regret, effective September 13, 2017. Jim Benoit seconded. All voted in favor. MOTION PASSED. A new zoning chair will be announced at the September 6, 2017, meeting.

(c) Gloria Warden, town clerk, and Deb Healey, town treasurer — workflow analysis follow-up.

Gloria Warden submitted to the board a memo that confirmed her and Deb Healey's assessment that a part-time office person is needed. This person's primary responsibility would be to answer the phone and assist townspeople who request information in person. He/she would also serve as a backup for almost all clerk duties. This would allow all office staff to have uninterrupted time to focus on work. Part of the ensuing discussion included suggestions from the board of places to contact including the Hannaford Career Center, and places to advertise including Front Porch Forum and the *Addison Independent*. An advertisement for the position will be composed.

5. Selectboard general business

(a) Vermont Green Line (VGL) Committee update. Rick Ebel, a member of the town's VGL Committee, said the attorney representing the town in this matter, Benjamin Marks, will begin negotiating directly with Vermont Green Line Devco, LLC, regarding the draft HTA and the draft Section 1111 Town Roads Right-of-Way Use permit.

(b) Addison County Regional Planning Commission (ACRPC) - Transportation Advisory Committee (TAC) — Application for US Route 7, Hollow Road, and Stage Road traffic study.

Steve Huffaker, the town's delegate to TAC, submitted the completed study request form to the board for review. Steve Gutowski made a motion to authorize Loretta Lawrence to sign the form requesting a traffic study at the intersection of US Route 7, Hollow Road, and Stage Road. Jim Benoit seconded. All voted in favor. MOTION PASSED.

6. Public comment

Bessie Sessions asked the board for an update on the excessive tree cutting on Arnold Bay Road by the Vorstevelds. Loretta Lawrence replied that Jim Carroll, the town's attorney from the firm of Carroll, Boe & Pell, is continuing to work on this matter, including interviewing townspeople.

Sally Torrey submitted to the board information regarding the repeal of Vermont Statute Title 20, Chapter 194, Subchapter 002, Subsection 3903, Animal shelters and rescue organizations.

7. Other business

(a) Addison County Sheriff — new contract. The new contract is Lieutenant Brent Newton.

Steve Gutowski asked if the board has received the results of the traffic study completed on Plank Road. He also asked when the traffic study would begin on Shellhouse Mountain Road. Loretta Lawrence said she would contact Josh Donabedian, transportation planner at the Addison County Regional Planning Commission, for information.

Rick Ebel informed the board that he will be attending the Vermont League of Cities & Towns' Town Fair in Killington, Vermont, on October 4 and 5, 2017.

Loretta Lawrence stated that there were three candidates applying for the position of Zoning Administrator. The board will schedule interviews on Tuesday, September 19, 2017, before the regular board meeting.

8. Correspondence

(a) Vermont Department of Health survey of potential tobacco, alcohol, and marijuana policies.

By mail, the town was asked to participate in a voluntary study to help gather information for the Vermont Tobacco Control Program and Alcohol and Drug Abuse Programs.

(b) Ruggiano Engineering, Inc. — Denecker Chevrolet — general release for use of drawings.

The town was notified by mail that Ruggiano Engineering Inc. would furnish Green Mountain Engineering with the site plan package for the proposed Denecker Chevrolet facility at the intersection of US Route 7 and Route 22 A. Loretta Lawrence stated that it was very generous of Tom Denecker to allow others to use his information.

9. Selectboard to approve or sign

(a) Local Emergency Operations Plan adoption. Rick Ebel made a motion to accept the town Local Emergency Operations Plan. Jim Benoit seconded. All voted in favor. MOTION PASSED.

(b) American Red Cross Blood Drive — hall rental — October 11, 2017, from 1:00 to 6:00 p.m.

Jim Benoit made a motion to rent the upstairs community hall to the American Red Cross, waiving the rental fee but requiring a \$500 deposit and proof of insurance. Steve Gutowski seconded. All voted in favor. MOTION PASSED.

(c) Long Point Corporation annual stockholders' meeting — hall rental — August 4, 2018, from 8:00 a.m. to 12:30 p.m. Jim Benoit made a motion to rent the upstairs community hall to Long Point Corporation for the rental fee of \$112.50, a \$500 deposit, and proof of insurance. Rick Ebel seconded. Jim Benoit, Rick Ebel, Loretta Lawrence, and Red Muir voted in favor. Steve Gutowski abstained.

(d) Vermont Agency of Transportation — sign Request for Reimbursement form for work on bridge on Little Chicago Road. Red Muir made a motion to authorize Loretta Lawrence to sign the Request for Reimbursement form. Jim Benoit seconded. All voted in favor. MOTION PASSED.

(e) Selectboard warrant. After review, Rick Ebel made a motion to approve the selectboard warrant, which details town expenditures, for a total of \$219,045.60. Steve Gutowski seconded. Rick Ebel, Steve Gutowski, Loretta Lawrence, and Red Muir voted in favor. Jim Benoit abstained. MOTION PASSED.

10. Adjourn

Rick Ebel made a motion to adjourn the meeting at 8:15 p.m. Jim Benoit seconded. All voted in favor. MOTION PASSED.

Respectfully submitted,

Jean Silveira