

*(Draft only – not approved by the Selectboard)*

# **Greensboro Selectboard**

## **June 23, 2021 Special Meeting – minutes**

**[Meeting was held in person with some joining via Zoom video conference]**

**SELECTBOARD MEMBERS PRESENT:** Peter Romans, David Kelley, Gary Circosta, Tracy Collier, Matt McAllister

**SELECTBOARD MEMBERS ABSENT:** None

**OTHERS PRESENT:** Kim Greaves, Brett Stanciu, Meghan Wayland, Josh Karp, Paul Carrick, Emmett Avery, Eric LaPoint, Miriam Rodgers, Daniel Solomon, Jane Solomon, Penelope Doherty, Kathryn Lovinsky, Sharon Putney, Harry Miller, Jean Dutton, Brette McAllister

**CALLED TO ORDER: 6:34 PM**

### **MINUTES**

- **May 12, 2021 regular meeting:** approval tabled. Gary will listen to the recording and clarify issues around the reclassification of Caspian Lake.
- **June 9, 2021 regular meeting:** approved as amended unanimously.
- **June 10, 2021 special meeting:** approved as written unanimously.

### **PUBLIC CONCERNS**

None this evening.

### **ROADS**

**Curb cut – Eric LaPoint.** Eric submitted a curb cut application to road foreman Tom Camarra last year, who approved it. However, the application never made it to the Board for review. Eric recently resubmitted the curb cut; Tom approved it on 6/14/21 and passed it on to the Board.

Some Greensboro and Craftsbury residents had concerns about the curb cut. Penelope Doherty asked what happens if after final inspection, it is found that the culvert or driveway was not installed to spec. Matt said that the property owner would be given the chance to remedy the situation, or the culvert and driveway must be removed. Penelope asked if there a place in the process for an independent civil engineer to make sure appropriate specs are followed for a particular area, such as on the challenging slope environment above Eligo. Peter said that the town is very capable to assess whether a curb cut meets town specs or not, and that the Board cannot arbitrarily go beyond its policy and hire an independent consultant. Peter added that he's never seen the Board deny a curb cut that was approved by the road foreman.

Daniel Solomon felt that the particulars of the site make it impossible for a new driveway to meet town specs. Eric said that he'll have to remove some ledge to make the turn work, and that he'll do a careful job of constructing the new driveway.

Peter asked Eric whether Tom made it clear that the driveway specs must be met to obtain final approval upon inspection. Eric said that he is aware of the specs, adding that the town road is narrow in places and if it was wide enough to meet Class III specs, his driveway would be easier to construct.

Peter said that since Eric is aware of the required specs, the Board should approve the curb cut pending final inspection.

David made the following motion:

*The Board approves Eric LaPoint's curb cut, subject to final inspection and assurance of compliance.*

Matt seconded the motion, which carried. (P.R., M.M., D.K., T.C. in favor; G.C. abstained).

### **COMMUNITY GARDEN**

The Greensboro Fire District has mentioned that it may want to charge the community garden for water use. Peter felt that the small garden's water use will be insignificant, and noted that the town already pays for water at the Town Hall.

Gary noted that the community garden group may ask for permission to install additional beds in the future.

### **TOWN HALL USE AND RENOVATION – Rural Arts Collaborative, Kathryn Lovinsky**

Executive Director Kathryn Lovinsky explained that GRACE, Spark, and WonderArts have merged into the Rural Arts Collaborative (RAC). The transition is ongoing, and they're working on a strategic plan for the new organization.

RAC signed a three-year lease with the town for use of the second and third floors of the town hall. Spark is currently using two former classrooms on the second floor, providing the community with a place to work remotely with fast, reliable internet.

RAC is in the early stages of planning a major renovation to the town hall. Some grant funds for planning have been received and they will be hiring a consultant to help construct a funding matrix for the project. RAC will be holding public listening sessions in the future to make sure that the renovation meets the needs of the community.

David asked how RAC is serving area students. Kathryn said they are currently serving 30 kids per week, and there are six weeks of summer camps coming up with 15 students in each session. During the school year they offer after school programs for a wide variety of age groups. They do artist residencies at Craftsbury Academy and Hazen Union, and also created a maker space at Hazen. Kathryn added that many programs are operating at reduced capacity due to COVID-19.

Tracy asked whether the town could use Spark's infrastructure to make remote/hybrid Selectboard meetings run better from a technical standpoint. Kathryn said she's happy to discuss.

### **TOWN CLERK – Kim Greaves**

**1. Forest fire warden appointment.** Patsy Mercier has held this position for many years and would like to continue. This is a five-year appointment. David made the following motion:

*The Board appoints Patsy Mercier to be forest fire warden.*

Gary seconded the motion, which carried unanimously.

**2. Fuel oil prebuy.** Fuel oil prices are rising and a prebuy program will cap the town's cost per gallon. The town has used Fred's Energy for the past few years; the Board asked Kim to shop around and select the most competitive supplier.

## **TREASURER – Brett Stanciu**

- 1. Sidewalks.** There is \$15k in the FY21 budget for sidewalks, and while there's a big sidewalk project coming up and these funds are 'encumbered', neither contractor is asking for a deposit prior to the end of FY21. Brett wanted to discuss how to make sure these funds can be used for the sidewalk project in FY22. She also noted there is \$28k remaining in the FY21 budget for 'grant match', and wondered if some of these funds could be used for the sidewalk project.

Discussion about the technicalities of municipal accounting and how to spend or reserve funds in a way that the town's outside auditor will approve of. David suggested common sense be used when making such decisions, i.e. what's in the best interest of the public, and the public purse.

Gary said that it would be ideal to set something up so we're not in this situation at the end of every fiscal year. He wondered if the un-spent sidewalk funds could be rolled into the HERF, and accessed in FY22 for sidewalks, since 'highway capital projects' are an allowed use of HERF funds. David made the following motion:

*The Board directs Brett to seek the advice of the outside auditor on the best approach to spending or moving the FY21 sidewalk funds.*

Peter seconded the motion, which carried unanimously.

- 2. Fire truck engine brake.** The town hasn't received any quotes from Chief Dave Brochu Jr. for the installation of an engine brake. While this would ideally be paid for with FY21 funds, it's likely the work won't be done until FY22. Brett will discuss with the outside auditor.
- 3. Personnel policy/Leave time.**

- **Old policy vs. new policy.** The Board adopted an updated personnel policy in November 2020. Brett asked the Board to consider revising the new personnel policy so that leave time is accrued as it was in the previous version. She felt that the new system of accrual is hard to understand and feels like it was written for a corporation. Brett said that the town should have a system that's easier for employees to understand, and easier to implement.

Discussion. Gary felt that the updated personnel policy is an improvement over the previous version. Tracy suggested using scenarios that town employees are actually dealing with, to better understand how the new system is working.

- **Town clerk – unused vacation time.** Brett said that the Board should consider paying Kim for some vacation time that she's accrued but is unable to use before the end of FY21. She would lose some of this benefit when the FY changes due to limits on the carryover.

Kim said 2020 was an unprecedented year, with both the pandemic and national elections leading to an increased workload for her, making it hard to find a good time to take a vacation.

Gary felt that since the town clerk is salaried, Kim can take time off whenever she wants, and wondered why she would be accruing vacation time to begin with.

Discussion of an addendum to the personnel policy to clarify this issue.

Tracy, Brett, Gary, and perhaps others will meet to discuss these leave time issues and report back at the next Board meeting.

## **ONGOING BUSINESS**

**Selectboard meetings.** This evening's meeting was Board's first hybrid meeting, with some attendees meeting in person and others joining via Zoom or telephone. Gary and Matt felt that all

Board members should attend meetings in person, because in-person meetings will run smoother and Board members will work together better. After discussion, Tracy made the following motion:

*The Board will continue hybrid meetings until everyone is comfortable meeting in person.*

David seconded the motion, which carried (P.R., D.K., T.C. in favor; G.C. opposed; M.M. abstained). Tracy added that help should be sought to deal with the technical difficulties experienced at this evening's meeting.

### **OTHER BUSINESS**

**Village Green.** Gary proposed that stumps on the Craftsbury Rd. side of the Village Green be ground and new trees planted. Matt will get a quote for the grinding. Gary also noticed an object coming out of the ground on the Green; the road crew will be asked to assess this.

### **ADJOURNMENT**

The Board voted unanimously to adjourn at 8:27 PM.

*Respectfully Submitted: Josh Karp, Selectboard Clerk*