

# Greensboro Selectboard

May 22, 2024 – Minutes

[This was a hybrid meeting held at the Greensboro Free Library, with some participants joining remotely]

**SELECTBOARD MEMBERS PRESENT:** Ellen Celnik, MacNeil, David Kelley, Eric Hanson

**SELECTBOARD MEMBERS ABSENT:** None

**OTHERS PRESENT in person:** Brett Stanciu, Kim Greaves, Josh Karp, Jane Johns, Meaghan Meachem, Kent Hansen, Dan Predpall, Beth Meachem, Christine Armstrong, Dexter Lefavour

**OTHERS PRESENT remote:** Rod Kerr, Elaine Cole-Kerr, Peter Romans, Janet Long, Kristen Leahy, Lise Armstrong, Rick Lovett, Elissa Mackin, Davis Barnett, Ila Hunt, Anne Altman, Melissa Moffatt, Cindy West, Liz Steel, Rick Ely, Julie Porrazzo

**CALLED TO ORDER: 6:30 PM**

## ADDITIONS TO THE AGENDA

Hill Farmstead liquor licenses; Authority for town clerk to approve catering licenses; Glover property; RuralEdge discussion - move to executive session, Schedule meeting with Planning Commission to discuss the Shoreland zoning proposal; Town attorney; Appointment of DRB members; LVRT trailhead in Greensboro Bend

## MINUTES

Minutes from the May 8 regular meeting were approved as written unanimously.

## PUBLIC CONCERNS

- 1. June 4 meeting on housing at town hall.** Beth Meachem asked if Board members are aware of the June 4 meeting on the RuralEdge town hall housing proposal. Eric said the Board is aware of the meeting but that it's not organized by the town, and as of yet the organizers have not asked Board members to attend. Meaghan encouraged Board members to go, in order to hear what community members are saying. Ellen said she appreciated that a citizen group is taking the initiative to set up this meeting. Meaghan reminded the Board that they cancelled a scheduled RuralEdge meeting because of a conflict, and she would like to see the meeting rescheduled.
- 2. Speeding, drugs in Greensboro Bend.** Eric said Erika Karp contacted him about an upcoming meeting about speeding and drugs in Greensboro Bend. Erika hopes Lt. Wells can attend the meeting. In a letter to the Board, Lt. Wells said the OCSD is planning to perform a speed study on Main St. in the Bend soon.

## SELECTBOARD MEMBER VACANCY

Board vice-chair Peter Romans resigned from the Selectboard on May 8. David made the following motion:

*The Selectboard approves MacNeil as vice-chair.*

Ellen seconded the motion which carried unanimously.

The Board agreed to advertise the vacancy for a month, review letters of interest received and appoint a resident to fill the vacancy until the 2025 town meeting. At that time, the voters will decide who will fill the two-year Selectboard seat moving forward.

## **ROADS & DRIVEWAYS**

- 1. Road Foreman's report – Tom Camarra.** Tom submitted a written roads report which was reviewed by the Board.
- 2. FEMA update.** Josh reported that the majority of road projects have been submitted to FEMA. These projects are now subject to review by various departments within FEMA, after which reimbursement funds will be sent to the town. The process is expected to take a number of months.  
Most of the remaining flood repair work consists of ditching improvements and doesn't require engineering.
- 3. Emergency contact for roads.** At the May 8 Selectboard meeting, Lt. Wells offered the OCSD dispatch line as a number residents could call in the case of an after-hours roads emergency. OCSD would then supply the caller with Tom's cell phone number. Peter felt that the OCSD dispatch would be adept at judging whether there is a real emergency, or if the issue can wait until morning. If OCSD deputies are patrolling in the area, dispatch could ask them to check on whatever road issue the resident is calling about. Meaghan suggested that the road foreman could make it a point to check the answering machine at the town garage during storm events.
- 4. Shadow Lake Rd. – engineering for new bridge.** Back in March, the Board selected New England Consulting Engineers to do the engineering work for a new bridge over Whetstone Brook on Shadow Lake Rd. Principal engineer Dexter Lefavour presented three options for the new bridge. After discussion, the Board agreed on the pre-cast concrete option, which is the same type as the new Porter Brook bridge on Craftsbury Rd. Dexter said the project could cost as much as \$600k.  
Dexter said the bridge construction will take two to three months, adding that a temporary bypass could be set up so traffic could keep moving during construction, at a cost of about \$100k. David thought this might be a good idea, while Josh and Peter were not in favor. The decision on the bypass was tabled.

## **TOWN CLERK – Kim Greaves**

- 1. Hill Farmstead liquor licenses.** David made the following motion:  
*The Board approves first- and second-class liquor licenses and an outside consumption permit for Hill Farmstead Brewery.*  
MacNeil seconded the motion which carried unanimously.
- 2. Town clerk approval of catering permits.** Kim called the DLC and determined that a town clerk can be granted authority by the Selectboard to approve catering permits, special event permits and wine tasting permits. Liquor licenses must be approved by the Selectboard. David made the following motion:  
*The Board authorizes town clerk Kim Greaves to approve catering permits, special event permits and wine tasting permits.*  
MacNeil seconded the motion which carried unanimously.
- 3. Party for Janet Long's retirement.** Janet retired as delinquent tax collector after 33 years. Kim announced there will be a party celebrating her service on June 5 from 2-3 PM at Fellowship Hall.
- 4. New generator for Town Hall.** Tabled.

## **TREASURER – Brett Stanciu**

- 1.** The Board reviewed the treasurer's monthly report, the FY24 budget report, and the April check warrant reports. Brett said the end of the fiscal year is approaching and the town is going to be overbudget, mostly due to FEMA loan interest and attorney bills. She is using the general fund surplus to cover the est. \$50k shortfall. Brett asked the Board to hold off on spending whenever possible.

2. **Zoning Administrator position.** Brett told the Board she is unable to continue as zoning administrator (ZA) due to ongoing conflicts with the Planning Commission. Since assistant town clerk Jeanne Eisner is planning to retire, Brett proposed that the town hire a new ZA that would also take on some of the assistant town clerk duties. Ellen said there's a real need for a Selectboard assistant, and suggested this new person could also help the Board with communications, applying for grants, and take on other projects as needed. Brett noted that both town office and Selectboard work has gotten considerably more challenging. She suggested that herself, Kim, and a few Selectboard members meet to discuss what the town's administrative needs are, and how the work could be distributed. Perhaps specific town office staff could take on projects that come up, with current examples being the RuralEdge town hall project, Wilson St. drainage project, and issues with the town's Glover property.  
Kim and Brett have been thinking that the new ZA/assistant town clerk would work two days a week. The Board agreed that MacNeil and Ellen will meet with Kim and Brett to discuss.
3. **Payroll increases.** The FY25 budget includes a 3.2% pay increase for town employees. Brett said this needs to be approved by the Board at its next meeting.

**ONGOING BUSINESS**

1. **Glover property – property line dispute.** No update. David will reach out to Kevin Kite for advice on how to move forward.
2. **Wastewater project.** Eric said he and Dan are planning to meet with the parish council and perhaps the new bishop on June 15 to try to work out a permanent easement.
3. **Wilson St. drainage – engineering work.** Dan said three engineering firms will be sending proposals to the town by mid-June and Board will then select one. If engineering work can be completed this fall, the town may be able to apply for an implementation grant in December.
4. **Town communications.** Beth said there are a number of big things happening that could change our community, and residents want to be informed about what's going on in town. While we can't make people attend meetings, we can encourage them to. And if they don't attend, we can try to make written information easier to access.

Beth felt that Facebook could be an important part of a town communications strategy, and is an easy way to direct people to the town website, encourage participation and provide information. Facebook would also be an efficient way to get a post out to the community in cases of emergency. Meaghan reminded the Board that she's volunteered to manage the town's Facebook page.

Beth said while the town website is greatly improved, there is more work to do. She felt that WordPress may not be the best platform and offered to investigate what platform other towns use. Beth encouraged the Board to budget for future website improvements. Liz Steel said the town website task force did a comprehensive website review and made many recommendations, but some couldn't be implemented due to budgetary constraints. One example is a feature where members of the public could sign up for alerts, such as when minutes are posted. Liz recommended that the website task force report be revisited.

Julie Porrazzo said town communications seem difficult and asked why the town doesn't send out informative emails. Kim said this has never been done before.

Ellen said one challenge is that it appears many people don't read. All the same, she suggested that links to the latest Selectboard minutes be posted on FPF. Josh said he would do this.

Beth suggested that two to four times a year, the Selectboard Chair write a general update about what's going on in town. She also suggested that chairs/members of town committees attend Selectboard meetings from time to time, to update the Board and residents on what their committees are up to.

Brett said the informational letter she sends out with tax bills is a great opportunity to communicate with all property owners in town.

Eric asked Kim to bring Beth, Julie, Liz and perhaps others together to work out a communications plan and report back to the Board.

- 5. Zoning bylaw – proposed changes.** Eric said the Board needs to schedule a meeting with the Planning Commission (PC) to discuss proposed changes to the Shoreland Protection District (SPD) bylaw. PC chair Kent Hansen asked the Board to schedule this meeting as soon as possible, as well as the public hearing on the Misc. Changes bylaw proposal.

David Kelley said it took 18 months for the PC to draft these bylaw proposals, and it's not fair to ask the Board to act on them in short order, it's going to take time for the Board to review the proposals. He said he's been asking folks in town for input on the proposals, and noted some residents aren't even aware that bylaw updates are on the table.

The Board agreed to meet with the PC on Tuesday, May 28 to discuss both the Misc. Changes and SPD proposal. The meeting will be held at the Greensboro Library.

## **OTHER BUSINESS**

- 1. Town Attorney.** Josh needed a FEMA document signed by the town attorney, and it turns out Bill Davies has decided he's no longer the town's attorney. A new town attorney is needed; David spoke highly of Kevin Kite. Discussion of offering Kevin the position. An engagement letter will be drawn up and reviewed at the next Selectboard meeting. In the meantime, Kevin will be asked to sign the FEMA document for Josh.

- 2. Development Review Board – appointments.** The DRB has recommended that Rob Brigham be appointed 1<sup>st</sup> Alternate, and Galen Fisher be appointed 2<sup>nd</sup> Alternate. David made the following motion:

*The Selectboard makes the following appointments to the Development Review Board: Rob Brigham 1<sup>st</sup> Alternate and Galen Fisher 2<sup>nd</sup> Alternate.*

MacNeil seconded the motion which carried unanimously.

- 3. Rail Trail – trailhead in Greensboro Bend.** The trailhead parking lot project, delayed from last summer, will be constructed soon. Peter and Dan recently met with contractors and will confirm their plans with VTrans next week. Peter suggested that the town donate 8-10 loads of gravel and trucking for the project. David made the following motion:

*The Board approves donating town gravel and hauling for the trailhead project in Greensboro Bend.*

MacNeil seconded the motion which carried unanimously. Peter said he'd discuss project scheduling with both Tom and the excavation contractor.

## **EXECUTIVE SESSION**

MacNeil made the following motion:

*The Board will enter executive session at 8:30 PM to discuss a real estate issue.*

Ellen seconded the motion which carried unanimously.

The Board left executive session at 8:46 PM and took no action.

## **ADJOURNMENT**

The meeting was unanimously adjourned at 8:48 PM.

*Respectfully Submitted, Josh Karp, Selectboard Clerk*