

**TOWN OF DERBY, VERMONT
SELECT BOARD MEETING**

**Minutes
April 5, 2021**

Present: Brian Smith, Steve Gendreau, Grant Spates, Brad Shattuck, Karen Chitambar.

Others: Joe Profera, Bob Kelley, Faye Morin, Paul Prue, remotely: Nancy Gosselin, Darrick Granai, Ed Barber, Joseph Gresser.

MEETING CALLED TO ORDER – 4:45 P.M.

Warrants #7A in the amount of \$18,892.61 and #7B in the amount of \$27,034.88 were signed.

EXECUTIVE SESSION:

Brian moved to go into executive session to interview and discuss candidates for the two open Lister positions, seconded by Brad. Unanimous. Out of executive session at 6:00.

APPROVE MINUTES:

Brian moved to approve the minutes of March 22, 2021, with Brad seconding. Unanimous.

PUBLIC COMMENTS: None.

NEW BUSINESS:

Lister Appointments – Appointments are for one year until the next election on Town Meeting 2022. Brad moved to appoint Carmi (Mike) Marsh and Anna Kisseleva as listers, seconded by Brian. Unanimous.

Retail Cannabis Sales Option – The Town must vote by Australian ballot to allow for the retail sales of cannabis within the town. The Board reviewed the governing regulation. Darrick Granai is in favor of putting it to the voters. The item can be placed on the ballot either by petition or by vote of the Selectboard. Brian moved to put it on the ballot for next Town Meeting, seconded by Karen. Unanimous.

Roof Bids – ACT Roofing bid \$22,000 for the Town Office and \$34,000 for the Fire Station, Q&B Builders bid \$28,020 for the Town Office and \$40,600 for the Fire Station. Brian moved to accept the ACT Roofing bids of \$22,000 and \$34,000 provided the materials are as listed in the Invitation to Bid, seconded by Steve. Unanimous.

NCUJHS – Plant Tree Honoring Beula – NCUJHS would like to honor Beula Shattuck by planting a tree in the Green in front of the school with a plaque. This will be on Town land and they will get approval of the location prior to planting. Brad moved to grant the request to plant a tree honoring Beula Shattuck, seconded by Steve. Unanimous.

Review & Sign – Certification of Compliance for Town Road and Bridge Standards and Network Inventory – This is the same standards and inventory as was adopted in 2019. Steve moved to sign, seconded by Brian. Unanimous

Review & Sign – Listers Extension Letter – This is done every year to have extra time to file the Grand List. Steve moved to sign, seconded by Brian. Unanimous.

Review & Sign – Traffic Ordinance – This is the Ordinance that the Board approved on 11/16/2020 and went into effect on 1/15/2021. Steve moved to sign, seconded by Brad. Unanimous.

Review & Sign Excess Weight Permits – Calkins Sand & Gravel, Camp Precast Concrete Products, Cheeseman LLC, Fred’s Energy, Harrison Concrete Construction, Irving Oil, Ivan Maxwell Trucking, Pike Industries Inc, Sticks & Stuff, Tetreault’s Maple Farm LLC – Steve reviewed and signed as Road Commissioner.

Review and Sign Liquor Licenses – Border Lounge LLC and Charbo Campground – At 6:24 Brian moved to go into a Liquor Control Board meeting, seconded by Brad. Unanimous. At 6:25 Brian moved to come out of the Liquor Control Board meeting, seconded by Brad. Unanimous.

Brian moved to approve the licenses for Border Lounge LLC and Charbo Campground, seconded by Brad. Unanimous.

TA & ZA Update – DRB/PC: The DRB has 7 permits scheduled for next week. The PC is not meeting next week due to the number of permits the DRB has. Barbara Sheltra has resigned from the Planning Commission. The vacancy will be advertised with letters of interest due before the Board's meeting on May 3rd. **Permits:** There have been 38 permits submitted year to date. **Storm Damage – FEMA:** Ruggles will be working to get the Dumas Rd Culvert ready to go out to bid this week. Because our Purchasing Policy requires advertising in a newspaper of general circulation in the region, Tim Ruggles thinks we should require a performance bond. The Town may want to consider revising the policy to state: Notice of the request for bids shall be 1) made by letters to a minimum of X providers (I would suggest 3) for equipment purchases and Y providers (I would recommend 5 or 6) for all other purchases soliciting bid responses or 2) advertisements posted in three public locations within the Town and advertisements placed in a newspaper of general circulation in the region. This would allow the Town to solicit bids from companies the Town trusts to get the job done and not have to require a performance bond which adds to the cost of the project. It would also make the way we purchase vehicles in compliance with the Town Purchasing Policy. The Board will look into amending the Purchasing Policy. **Grants:** N Derby Rd FLAP Grant – The concrete mix design and precast slabs have been approved by the State. The pre-construction meeting is Wednesday at 10:00. Welch appropriations bill – The project submitted is to relocate the courts, add lighting, expand the parking, add a walking path and associated landscaping etc... **Parks & Recreation Committee:** The Committee has another meeting scheduled for this Saturday. Karen is planning on appointing members and the Committee will review the survey results and conduct a site visit of the Poulin land. **Dog Issue:** The dog issued discussed at the last Selectboard meeting was not a Vicious Dog Hearing and therefore the requirements directed by the Board do not have the same force as they would if part of a Vicious Dog Hearing. A Vicious Dog Hearing will be warned for their next meeting. **Local Emergency Management Plan:** The plan has to be updated and approved annually. Bob will have a draft for the Board's next meeting.

OLD BUSINESS:

Legislative Update – Brian met with Congressman Peter Welch and representatives from both Senator Leahy's and Senator Sanders' offices today to discuss the Border Patrol cameras. The main concern was privacy.

Covid Funds – The \$419,000 funds to the Town needs to be looked into to see what it can be used for. Bob will check with NVDA. Steve would like to use some for paving if possible.

ROAD REPORT:

The Town received 2 paving bids: Pike Industries at \$60.60/ton and J Hutchins at #64.00/ton. Steve moved to accept the Pike Industries bid of \$60.60/ton, seconded by Brian. Unanimous. With a little luck plowing is done for the season.

OTHER BUSINESS:

E-911 Coordinator – Since Steve Cross has resigned the Board needs to appoint a new coordinator. Karen moved to appoint Nancy Moore as E-911 Coordinator, seconded by Brad. Unanimous.

EXECUTIVE SESSION: None

ADJOURNMENT:

The next regular meeting is scheduled for 6:00 PM Monday, April 19, 2021. Brian made a motion to adjourn the meeting at 6:58 PM, with Steve seconding. Unanimous.

Submitted by Bob Kelley, *Unofficial until approved.*