



## MEETING OF THE PAWLET SELECT BOARD

**Tuesday, April 3, 2012**

**7:01PM** Meeting called to order by Chair Mike Beecher.

Present: James Glick, Clarence Decker, Joe Clark, Mike Beecher, Bob Jones

Audience Present: Keith Mason, Glenn Munson, Tim Waite, Ray Duquette, Beth Kashner, Stacy Banet, Judy Coolidge, Bud Coolidge, Jano Gay, Alan Calfee, Ray Foster, Elizabeth Gibson, Elaine Decker, Susan Sargent, Sue LaPorte, Gary Baerlein, Peter Helmetag, Judy Lake

The meeting moved to the town green. Plans for the green renovation were discussed.

- Keith explained where Weatherby Lane would be. The property corners were shown, and the road edges were shown. The road is 22' wide for layout purposes and two-way on the south and one-way on the west.
- The ROW is from Jano's fence to the corner of the library.
- Gary measured the circumference of the green to get the number for the curbing.
- James explained the two-way as flexible for possible future parking.
- There was discussion about the road width in front of the library. Mike asked for comments.
- The first phase would be the granite curbing around the green. Gary's proposal was for curbing approximately 6" high around the green, with infill on the green.
- Keith recommended they set the curb height to anticipate for blacktop at a later date.
- James asked if the granite would encompass the green and also line the south side of Weatherby Lane. Gary said the initial specifications were for the green only.
- Bud asked how the town will maintain the parking. The swail will determine the edge of the road for now.
- Bob explained the economy of space using curbing instead of fencing.
- Mike asked Gary what the rest of the plan was. Gary explained that the topsoil would kill the current trees. They will be replaced with trees that are drought and salt resistant, can handle compacted soil, and the height constraints under the power lines. Gary will maintain the trees for his lifetime.
- James asked what the guarantee was on the trees. Gary said the standard 1 year. He has chosen Serviceberry and Hawthorne.

- Beth said the apple tree was a memorial donation. Gary said that the crab apple looked healthy, and it probably wouldn't be removed.
- James stated that permission from the tree warden was necessary before the trees were removed. They must be either a hazard, diseased, or infected. Otherwise, a hearing would be necessary.
- Tim Waite (Tree warden) said he felt all the trees are hazards.
- James asked about the location of the new trees in relation to the well. Gary said they would be put in a diamond pattern. They don't have huge tap routes, so interference with the well isn't an issue.

The discussion then continued in the meeting room.

- Bud asked about handicap access to the green. Mike said there should be some type of access. James asked about traversing the green in a wheelchair. Peter Helmetag said there is no access on the Dorset green, which he designed. James said we would need access for mowing, so that access point could be used for both.
- Peter recommended laying down sod so it's quickly accessible. Gary said he'd prefer that, but the cost is a big concern here.
- James proposed a two step process: 1) establishing the green boundary and Weatherby Lane. 2) determining the green restoration.

*Motion by James, seconded by Joe, to lay down the granite and establish the green and Weatherby Lane, with curbing around the green that includes mowing and handicap access, based on the current layout. So voted.*

*Motion by Deck, seconded by James, to include curbing on the south side of Weatherby Lane, if the pricing is feasible. So voted.*

- Deck also requested that the lane in front of the library is reduced from the current marks to one lane. Keith feels the space is needed for plowing, parking maneuvering, etc. Mike asked Deck, James, Joe, and Keith to work this out. They will pick a date before the next meeting and warn it.
- Mike asked Tim's opinion on the trees. Tim has no problem with their removal.
- Mike asked anyone with problems, comments, or concerns to attend next board meeting.
- Judy C. asked if the proposed trees are native to Vermont. Gary said the Serviceberry is native. The Hawthorne is recommended by Vermont Nursery and Landscape Association because of its flower and durability.
- Judy C. thanked Gary for putting a plan together.
- Peter asked if there is a base map that shows surveys. Deck said there is a survey of the town property on file in the clerk's office.
- Deck asked Gary if having the project separated into two steps will affect him in any way. Gary said he will just need access for his skid steer. The trees will come out before the curbing goes in.

The minutes from the March 20, 2012 were reviewed. *Motion by Deck, seconded by Joe, to accept the minutes as corrected. So voted.*

**Audience:**

Alan Calfee, board member representing the Friends of Haystack (501c3) to purchase the plot that encompasses the top of Haystack. Susan Sargent is the head of the board. They want to conserve Haystack forever for visitors and the Town of Pawlet.

- James asked if this is for national forest or nature conservancy. The easement is for the conservancy.
- James said the conservancy requests that it fall into the town plan. Also that information is not made public during the preliminary stages. Susan said she is on the board of the conservancy, and this is considered a separate project. They are in full support, so there shouldn't be any issue with the process.
- A map was circulated among the board members. The Friends of Haystack would retain the title.
- An information sheet on the Friends of Haystack was given to each board member.
- They have a signed purchase and sale agreement with the current owner. They need approval from the board to pursue this.
- It is a biologically and ecologically rich area.
- The timing is also important. Real estate values are lower right now, making negotiations easier.
- The Friends want to highlight the stewardship of the current owner and his father. This celebration will go on throughout the summer.
- Tim asked to see the topo map. Tim has issues with one of the current boundaries. Tim will walk the boundary line with them. Alan said the parcel is 65.56 acres.
- Another map was circulated, showing conservancy and land trust areas. Susan said it's 2,000 acres, which includes the peak in the middle. The VT Land Trust and Conservancy are working to acquire the land surrounding the peak. They will include more walking trails through the surrounding lands.
- Keith asked if the Friends will retain ownership, or will it be turned over to the land trust? The public access issue swayed the interest of the Friends to retain the property. Keith asked if it is it going to stay on the tax rolls. Alan said it would.
- James asked what the Friends plans are regarding stewardship and maintenance. Alan said they have already set aside \$10,000 for stabilizing trails, maintaining boundaries, and picking up trash. These activities will be performed mostly by volunteers.
- James asked if the charter defines the parameters of the stewardship. Alan said the easement piece will require the stewardship. The Friends will write management plan. Susan said they will use Equinox as their model.

- Joe asked about the conditions for access. Alan said these are not crystal clear. Limited research has been done. Recreational access will remain the same through conservancy property on Waite Hill Road. They are working on developing other access points.
- Mike asked if there were any other questions. Tim said the board should write a letter. Keith said that letter should state that it is consistent with the town plan.

*Motion by Joe, seconded by Deck, to send a letter that this is in compliance with our town plan as presented. So voted.*

Elizabeth Gibson, in reference to the Vermont Arts Council grant to help with the installation of the fire escape on the town hall.

- Karen and Elizabeth attended the VAC grant writing workshop last week. The grant application is due May 14.
- The grant is for 30,000.00, with a 1:1 match. 50% of match can be in in-kind services. The grant award date is the first of August. We have until the project is completed – the deadline is one year from the award date – to come up with the matching funds.
- Money for grant writing is available in the town budget.
- The town is required to use the auditorium space as part of our easement with state.
- Mike asked Joe for an update on the placement of the fire escape. Joe said he talked to Ralph and would like to move it to the west end of the north wall so everyone is not funneled in same direction. Joe also talked to Meg Campbell at the Preservation Trust about historic preservation. PTV would prefer hiding it on the back of the building. Ralph suggested a meeting to discuss the plan for changing the location. The pricing will change, once the location change is established. Ralph recommended looking at the town of Wallingford town hall.
- James said there is no funding in the budget. Sue said there will be \$30,000.00 in the maintenance fund by then. James said that is not specifically for something new. Sue showed an excerpt from Town Plan to the board:

*CAPITAL BUDGET (Pawlet Town Plan, approved by Pawlet Select Board November 16, 2010)*

*A capital budget allows for planned efficient use of limited financial resources. It can also serve as a basis for establishing impact fees, which could fund the reserve account for acquisitions or upgrades.*

*The Town should begin to develop a capital budgeting program. This effort should be undertaken in cooperation with other service providers such as the school district, the fire districts, the nursing associations, and the rescue squads. This budgeting program would inventory the present condition of all public facilities such as roads, the sewer plant, Town and school buildings, fire and rescue vehicles, etc. It would project and plan for replacement, maintenance, upgrading, expansion, or whatever else might be anticipated for each facility. It would estimate the cost, and devise some method of building a reserve fund gradually so that no sudden, emergency increase in taxes would occur.*

*The Town owns a number of buildings and associated property, principally the Town Hall, located in Pawlet Village, and the Town Garage, located on the Pawlet-Danby Road, about a mile east of the Village, and the sewage treatment plant in West Pawlet. Both the Town Hall and the Town Garage stand in need of major repairs. Costing for part of the repairs to the Town Hall is in process, but costing for additional Town Hall repairs and for the Town Garage still remains to be undertaken.*

*The Town has not had a program for systematic evaluation and maintenance of its buildings. Consequently, the need for substantial expenditures arises suddenly. This situation suggests strongly the need for a program of systematic attention to the Town's facilities. It also underlines the need for a capital budget.*

- Judy Lake said we are so close that it's a shame not to finish this last piece.
- There was discussion about putting it on the ballot – timing with availability of funding.
- Mike read the portion of the town plan.
- The letter from Bob and Martha Schoenemann regarding fire stair issue was read aloud by Mike.
- Elizabeth asked the board to approve the redesign of the fire escape if it is safe and approved, so that we can move forward with the grant writing.
- Stacy asked where the original budget was. Sue stated that the project never had guaranteed town money.
- Elizabeth asked the board if we meet with the Fire marshal, PTV, Ralph, and other interested parties, will the board be willing to approve it?
- James said there is no money in the capital budget.
- Judy C. said the town is sitting on \$10K every year. The board needs to make a plan for it.
- Bob said assuming a worst case scenario is using \$30,000 of town funds. He is in favor of installing the fire stair, but would like to see \$15,000 of town funds used instead.
- Sue said that every time we said we said we could use the upstairs, another obstacle arose.
- Judy L. said the people who donated want to see it used already.
- Mike asked the board how they feel. Joe said he would like to pursue the meeting with Ralph, PTV, and the fire marshal. *Motion by Joe, seconded by Bob, to meet with Ralph, PTV, and the fire marshal and to potentially apply for a grant. So voted.*

James asked if there is money for paint in the budget. Judy C. said yes, it is a separate line item.

Ray Duquette, Lister: Upon recommendation from Christy Wright, the listers met with Franco Rossi from Cartagraphics concerning the GPS digital mapping system.

- The program would be beneficial to listers. The overlays for the properties is all digital – wetlands, highlands, lowlands, etc.
- The maps would be a good tool for Keith to locate culverts, and for the Fire Dep't to locate 911 numbers.

- The listers would like the program in position before the town wide reappraisal so they can familiarize themselves with it.
- The cost is \$25,000 initially with \$1,800 per year additional. The mapping information has been collected for Pawlet already. Franco will meet with all boards, highway, zoning, etc. to present program. Elaine said if we sign up for three years, the initial amount would be reduced.
- Mike asked if there is money in the lister budget. Ray said no. Judy said there is \$50,000 in the reappraisal fund.
- James asked if the program is compatible with the current computers. Ray said it is. They had it on the computers the other day.
- Mike asked if the board should have the presentation at a regular meeting. Deck said the fire departments can't make it on Tuesday nights. He suggested meeting at either fire house. Mike asked what night. The consensus of board was Thursday night might be best. The board would need to warn the meeting. They asked Ray work with Frank on a date 3-4 weeks from now. Ray suggested the 1<sup>st</sup> Thursday in May – 3<sup>rd</sup>. Deb has to know 2 weeks ahead to warn the meeting. Ray should contact Dave Hosley, as West Pawlet Fire Department has a meeting hall, and a computer on the premises.
- Bob asked how much information is in the program already. Ray said Cartographics has all the town maps already. All the overlays would go over it.

Ray said that all BCA members need to attend the next training session. It is \$55/person. The session is on Tuesday May 8, or Thursday May 10 in Morey from 9-3.

Ray related the property changes to the board.

### **Correspondence:**

The Treasurer's memo was reviewed.

- John Williams paid his taxes on the property donated to the town.
- Peter Pochop check to be sent with construction permit.
- Call from Randy White checking on mowing of the green. Have him mow it for the short term.
- Eva Mason will be assisting in the office with Judy, 8 hours per week.

Mike met with James Ploof of USDA re: financing.

- The town will pay for interim financing from upgrade fund per Judy.
- USDA wants to make a presentation at ceremony on Earth Day that we are receiving funding. Our plant is one of the big events of the year.
- Paperwork for John Thrasher, and grant paperwork for Mike to sign. Monthly project budget reports that Peter will fill out.

Clerk's memo was reviewed:

- Credentials for board clerk. Elizabeth wrote the letter for the board to review. *Motion by James, seconded by Joe, to accept the letter as written. So voted.*

- Elizabeth Kurjiaka update: Liz phoned this week to say that she has sold her home and will be moving around May 15<sup>th</sup>. She will be on vacation from 4/26 – 5/7 and will not be available for the Health Officer Duties. It now becomes extremely important to appoint a new Health Officer as soon as possible. I have provided two forms; one for you and one for Elizabeth Gibson per her request.
- Martha Schoenemann letter of support for grant for funds to build fire escape stairs, to be read aloud at the meeting.
- Packet from John Thrasher regarding John M. Williams, Trustee to Town of Pawlet, 42 acres on Route 153 and John M Williams to Town of Pawlet, 14.4 acres on Route 153
- Please sign liquor license for Rubber Boot Farm, Inc., (Barn Restaurant and Tavern). All board members present must sign. Please leave on my desk.
- Building items to be addressed:  
Light bulbs for downstairs

There is a mouse issue. Found evidence of them in my desk drawers. There is some havoc in my closet by my desk and perhaps some could be distributed downstairs when the light bulbs have been taken care of.

James received an email from Susan Schreiberman regarding the town Byway sign. It can't go forward unless the town will maintain the sign for a 20-year period. Deck said the location may change. It was the consensus of the board to maintain the sign. *Motion by Bob, seconded by Deck, that the town will maintain the sign. So voted.*

**Unfinished Business:**

Joe said there is no update on the truck situation.

Deck said he is wrapping things up with FEMA.

Mike said the board will need to decide what they are going to do with the material at the quarry. Deck said it would be the same as working in gravel pit. The board will need to devise a plan for the use/sale of material. They will need to know what the zoning is on each parcel.

**New Business:**

There is Fire escape money in the capital expenditure fund. The board needs to put together a maintenance plan for the town buildings. Joe and James will pursue.

Deck said the Betts Bridge work is scheduled to start in early June.

**9:38PM** *Motion to adjourn by James. So voted*

Respectfully submitted,

Karen Folger, clerk