

## Minutes

### Town Of Marlboro Select Board Meeting

Thursday, July 27, 2023 @ 6:00pm

Call to order @ 6:03pm

James Agate – Chair, was unable to attend, but with Skramstad & Welch in attendance there was a quorum.

**Attendees:** Molly Welch – Vice Chair; Jeff Skramstad – Member; Nick Morgan – SB Assistant/Town Administrator; Andrew Richardson, Road Supervisor; Kate Kirkwood – Energy Committee; Rebecca Sevigny – Asst. Treasurer; Tim Segar – Planning Commission; Skip Lisle – Beaver Deceiver Contractor; Staley Mcdermet, Ty Gibbons, Lindy Corman, Dori Martin – Residents.

James Agate – Chair, was unable to attend, but with Skramstad & Welch in attendance there was a corium.

### Regular Select Board Meeting Agenda

Identify Any Changes to Agenda: None

### **Scheduled Business**

#### Unscheduled Open Public Comment:

Rebecca Sevigny came to request that the Board approve requesting from Quick Books that Treasurer Linda Peters be the Primary Administrator for the software.

Motion: Approve the appointment of Marlboro Treasurer Linda Peters as the Primary Administrator for the Town's Quick Books software. (Welch/Skramstad – Passed unanimously)

Two other people expressed interest in making unscheduled public comments but were unable to make the start of the meeting, so the Select Board allowed them to make their comments later in the meeting reopening the Open Public Comment opportunity. While the discussion occurred later in the meeting, those two discussions are reported here:

Tim Segar of the Planning Commission: Tim came before the Board to advise them of the completion and release of a survey conducted regarding short-term rentals. The survey has been sent to the Select Board and has released a summary to the public. Tim asked if there were any comments or questions from the Board. Molly asked about the ad hoc small committee between several committees to advance communication. It was expressed that this committee should be more communicative than official, and Nick took the action item on how to do this.

Dori Martin – Resident: Dori came to the Board to discuss some issues she is having on her property when water is released from the Beaver Pond “above” her home. Basically, the water released is encroaching on her maintained part of her property. Dori's main complaint is that she is not being advised when the water is being released and is approaching her garden and feels it is unfair. Andrew noted that he was not aware of notifying her when the water is released and will rectify that. Andrew offered that from now on 1) he would notify her of water release & 2) that he would release just a little bit of water and then come down and review the situation with her and come up with a plan.

Approval of Minutes from July 13, 2023 (Skramstad/Welch – Passed unanimously)

Signature of Pay Orders – Done

### **New Business**

#### **Review & Decision on Littlehales' request for Permit Fee waiver**

Nick presented a request from resident Megan Littlehale for the waiver of a second building permit which was the result of the Littlehales filing for a permit, being initially rejected by the DRB, resubmitting, and being approved. The second Permit Fee was asked for and the DRB supports that this second fee be waived as it was really just a resubmission of the original plans with corrections and adjustments requested by the DRB.

Motion: Approve the requested waiver by the Littlehales of the second permit fee for the same building permit. (Skramstad/Welch – Passed unanimously)

#### **Sign 2024 MRGP Grants in Aid documents to secure grant**

Marlboro was advised that the Town had been awarded MRGP Grants in Aid funding for FY 2024 and to complete the process, the Select Board signed the necessary document sent by the Granting agency, which Nick will return to the proper agency to secure this future funding.

#### **Motion to use ARPA funds (\$10,200) to pay for Stevens & Associates Contract Proposal**

At the 7/13/23 SB meeting, the Select Board approved the hiring of Stevens & Associates to assist in the creating of a full plan for improvement of the Village Center. The SB puts forward the following motion to designate the funding for this contract:

Motion: To authorize the use of the Town's ARPA funds to pay for the Stevens & Associates contract for planning the Village Center improvement & development project. (Skramstad/Welch – Passed unanimously)

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### **Town Administrator Report**

Nick confirmed that Jeff will work with Nick and EMD, Jay Sparks, on building up the Town's Emergency Management resources.

#### Emergency Planning & Information:

Nick reviewed how the website was used during the recent rain event and noted that he would be doing similar with other emergency situations, such as the recent heat situation. Nick noted that he has put the State Emergency number (211) on the website which can provide aid and information to the public as well as the VT Dept. of Health's Heat information which includes locations of cooling centers. Nick added that the four "cooling" centers in Brattleboro were located at the two fire houses, the library, and the senior center, while the Dover Library is also designated as a "cooling" center. Nick will continue to post information as it is recommended by state and local agencies and look for input from residents on what is helpful.

### **National Grid**

The invoice (with an 8/31/23 due date) was sent and received by National Grid.

The Select Board needs to maintain contact with the HPC to ensure that the maintenance work and gate work is completed by 11/1/23 as stipulated in the contract. (The board requested Nick reach out to HPC.)

### **MERP Update**

The \$4,000 mini-grant application was accepted and the check should be arriving shortly.

Regarding the Building Assessments: The application and required paperwork has been filed and we have been advised that BGS will be in touch once the scheduling of the assessment visits begins.

### **Recycling Center Update**

Nick advised that TTT/Casella could set up a regularly scheduled pickup of the recycling bins and the Board noted that doing a scheduled pickup until the town moves to comingled bins to ensure full bins are being picked up.

The Board discussed how to implement the comingled bins and it was decided that notifications would begin the week of 7/31/23 explaining what will be happening and that they would be taking effect on September First. The plan will be to close up one container with "zip ties" until the other bin is full, then open the second bin up, while the first is being picked up.

The Board then discussed the hours the Recycling Center would be available. The sense of the Board is that simply being open while the Road Crew is on duty would not provide sufficient convenient time for the residents to use the facility. The idea of possibly hiring a part time person to close off the highway garage at a set time (6 or 7p) on weekdays and open and close for a period of time on Saturdays, while the Center would remain closed on Sundays. The Board discussed various scenarios for hours, with Road Crew hours Monday-Thursday and extended hours on Friday & Saturday, with Nick volunteering to close the Center on Friday and Saturday evenings.

Rebecca suggested implementing the changes such as the comingling, using one bin at a time, scheduling regular pickups, and the volunteer cleanup corps (already working) and then at the already scheduled September 16<sup>th</sup> Town Meeting Warning meeting, make some final decisions regarding hours with input from residents. The Board thought this was a good way to go and would make this happen.

Ty reported that the volunteer corps he has organized is working well and the Board thanked Ty for his efforts. Ty agreed with most of what had already been discussed but noted that improved signage and a clear notice that the Center was for Marlboro residents only could be a good idea.

Details of what signage to have made (Nick to handle) and whether cameras (Ring type) are a feasible option. Nick noted that a letter has been created indicating the possibility of fines (approved by the Town's lawyer) that can be sent should "offenders" be identified. Before moving in this direction, the sense of the Board was to hold off on this letter until the results of the current changes can be evaluated.

In an effort to clarify the whole issue, Nick took the action item to write up a list of changes, moves, & educational efforts for the Board to review and use as a guide moving forward. Jeff proposed that the first course of action should be a move to "no sort" (comingled) use of the bins. To that end the following:

Motion: The Marlboro Recycling Center will transition to "no sort" (comingled) recycling effective September 1, 2023, with proper notification presented to the residents over the next week. (Skramstad/Welch – Passed unanimously)

### **Constable Training**

Molly brought up the possible need to have the Town's constable's training certified in order to be able to write tickets (speeding, littering, etc.). Nick will find out what (and how much) training is required, and the Board will consider this issue at the next meeting.

**Highway Department (this item was discussed after the Beaver Deceiver discussion)**

FEMA update (Nick): The Town's expenses from the big July Rain Event will ultimately be covered by FEMA and the process of filing the necessary documentation and attending the proper meeting are all moving forward. Nick also noted that while this did not apply to Marlboro for this event, it could in the future, namely "Substantial Damage" to structures both residential and municipal. This is something that the Town needs to get its heads around and make plans to handle this should it become an issue in the future. Nick noted that he is speaking with EMD Jay Sparks and will keep the SB advised and bring the SB in when indicated.

Culvert Size: Molly asked about proper culvert size and Andrew did note that the Highway Department is on top of this.

Creating of Equipment Fund: Andrew requested that the Board approve the creating of an Equipment Fund of approximately \$65,000 to \$100,000 that would be a separate item on the ballot for the town to vote on. Jeff noted that he understood the need for this (to replace aging equipment) but before the Board could take action to place this on the ballot, a complete proposal needed to be put forward. Andrew agreed to work with the Treasurers to come up with a full proposal.

Hire 4<sup>th</sup> member for 2024: Andrew wanted to confirm with the Board that he could put a 4<sup>th</sup> Road Crew member in his budget for next year. Nick advised that a 4<sup>th</sup> Crew member was approved and hired last year, but due to turnover, the Crew was down to three members by the time Andrew took over and the 4<sup>th</sup> member was not included in the 2023 budget. The sense of the Board is that as the 4<sup>th</sup> Crew member had already been approved, there was no need for any action for Andrew to include a 4<sup>th</sup> member to the Crew to be hired after the 2024 Town Meeting.

**Old Business**

**Beaver Deceiver Open Discussion**

The Board invited Skip Lisle who had in the past installed several Beaver Deceivers in town. Over the past months several of these "boxes" have failed through various reasons, including normal wear and tear, issues with the recent flooding, Beavers figuring things out causing clogging, damage from road equipment, and the outright removal due to failure. In the past, Skip noted that he had installed 7 deceivers around town and Skip indicated his willingness to replace and repair the "boxes" and the Board requested a cost estimate of this.

Andrew wanted to state for the record that it is his responsibility to protect the Town's roads and on Grant Road the existing deceivers were failing, and the Beavers had gotten into them and blocked the culverts necessitating their removal. Similarly, on North Pond Road, while there was damage done to the deceiver by the Crew with a Backhoe during the big rain event, this was not the main cause of the failure as this deceiver was failing before this event.

Jeff asked if these problems were a result of the major rains, or a normal course of events. Andrew noted that the problems with the Beaver Deceivers had been occurring since spring and even before with one of the locations.

Skip made a point to say that he should be called if there was a need for maintenance. The Board asked Skip many questions which he answered and discussed many of the problems that can be addressed with the existing deceivers with some repairs. Skip also stressed that Beavers are important to the environment, while it is important to protect both the culverts and the roads.

Nick asked whether it would be possible to set up a regular maintenance schedule of his deceivers and asked about pressure treated lumber. Skip noted that he could set up a maintenance schedule. As for the lumber, Skip did a lot of research and said that the number of contaminants in this situation is extremely small and of no impact. Nick followed up with a request for a complete cost estimate of the repairs, replacements, and maintenance schedule and suggestions.

Jeff clarified that the Board would like estimates for both the North Pond Road and Grant Road deceivers and for maintenance of all the deceivers he has installed (including Jenckes Road & Lower Dover Road, as well as those mentioned above). Once the estimates are received the Board will consider them at either the 8/10 or 8/24 meeting and advise Skip of the Board's decision. The Board thanked Skip for his input and his work in the past and noted they are eager to see and evaluate his estimates.

Staley offered to do some volunteer maintenance work, and the Board thanked him, but noted that while it is a great gesture the potential for liability was too great to take him up on his offer.

**Adjourn @ 7:45 – Welch/Skramstad – Passed unanimously.**