

## Minutes

### Town of Marlboro, VT Select Board Meeting

Thursday, February 8, 2024

**Call to Order @ 6:00pm (Despite absence of Molly Welch, James Agate & Jeff Skramstad constituted a quorum, so the meeting proceeded under normal order.)**

**Attendees:** Jim Agate – SB Chair; Jeff Skramstad – SB Member; Nick Morgan – SB Assistant/Town Admin; Andrew Richardson – Highway Supervisor; Forrest Holzapfel – Town Clerk; Kate Kirkwood – Energy Committee; Linda Peters – Treasurer; Rebecca Sevigny – Asst Treasurer; Jay Sparks – Marlboro EMD; Gussie Barret – Resident.

### **Regular Select Board Meeting Agenda**

Identify Any Changes to Agenda: NONE

### **Scheduled Business (Note: Times are approximate):**

#### **Unscheduled Open Public Comment:**

Signatures on Grant Support Letters for Westbrook Watershed Grant & Grant for funding the razing and remediation of the First Aid Building on Hogback Mountain submitted by the HMCA – Done

Kate Kirkwood (Current Chair of Marlboro Energy Committee): Kate came before the Board to advise the Board of her decision to run for the empty Select Board 3-year term via write-in. The Board was very supportive of her decision. Kate also advised of her willingness to assist with writing the AARP Community Challenge Grant to fund purchase of Radar Feedback Lighted Speed signs to assist with calming speeding through the town center (further discussion of this was held in the Highway Department portion of the meeting – see below).

6:11p Approval of Minutes from January 25, 2024 – Skramstad/Agate – Passed unanimously.

6:11p Signature of Pay Orders - Done

### **New Business**

#### **Town Treasury Dept:**

*Linda Peters' Retirement:* Long time Treasurer, Linda Peters, came before the board to announce that she would be retiring from her position within the next few months (flexible pending the Town's needs), most like in April 2024. The Board took no official action at this time but noted that they were extremely appreciative of Linda's contribution to the town and expressed sadness at her decision but were also supportive of her decision.

*Temp Agency Contract for Bookkeeper to assist during the transition:* Current Assistant Treasurer, Rebecca Sevigny, advised the Board that in order for the Treasury Department to run smoothly during this transition period, she had sourced a local Temp Agency (TPI) to find a bookkeeper, who would initially be a temporary hire, but would hopefully be able to become a permanent member of the team. At this time the contract would only allow TPI to start looking for candidates and would not require any financial commitment from the town, until a candidate was found and offered the position. At this time the Board agreed to sign the initial contract to start the process.

#### **Highway Department:**

*Lighted Speed Signs:* Nick reported that he had found a grant through the AARP Community Challenge Program that would provide funding for the purchase of the Radar Feedback Lighted Speed signs that the Town had been investigating to calm speeding through the Village Center. The Grant is the right size (up to \$20,000) to handle the purchase and installation of two signs (on either side of town), with quoted "all-in" price from Trafficlogic & Tapco of around \$8,000 - \$10,000.

Highway Department: (continued)

*Lighted Speed Signs (continued):* Kate Kirkwood (as noted above), the current Chair of the Energy Committee, who does extensive work writing grants, volunteered her time to write the grant (early March, 2024 deadline), but did request a small amount of funds (~\$750-\$1,000) for her support staff who work on an “as needed” basis. The Board was very appreciative of the offer from Kate. **Motion: Approve the pursuit of the AARP Community Challenge Grant to fund the Radar Feedback signs, with Kate Kirkwood volunteering her time to write the grant and the Board approving ~\$1,000 to cover her expenses (including her support staff). Skramstad/Agate – Passed unanimously.**

*Initial Discussions on changing the VMERS group the Town participates in:* Nick advised the Board that the Highway Department had requested information on changing the VMERS (Vermont Municipal Employee Retirement System) program the Town and Employees (Road Crew) are enrolled in. Nick noted that he is getting all the information from VMERS and Rebecca will be providing a cost analysis of offering a different plan for the Board to review and decide on at the 2/22/24 Select Board Meeting.

*Possible Grant to install EV Charger:* Nick reported that there is a program to install EV chargers on Town parking areas from Blink. Nick noted that he is investigating the details of the program (no charge for installation? And a portion of the proceeds from the chargers going to the town?). Nick advised that he would report back on these details before investigating the feasibility of taking part in this program.

*Other Updates:* Andrew reported that the Highway Department has purchased (as planned and approved) a woodchipper and that the Road Crew has been putting it to good use for the past several days and it is performing well and allowing the Road Crew to deal with downed trees and undergrowth.

Emergency Management – Jay Sparks:

*Binary Blizzard Exercise Opportunities:* Jay came before the Board to advise them about the upcoming Emergency Management Training sessions being held by the state and the WRC. These exercises are considered “Tabletop Exercises” and will focus on “Binary Blizzard” events (i.e., Heavy Snows coupled with Cyber Attacks taking down connectivity). These exercises will include Town Administration, Town Emergency Management, Highway Department, Fire Department, and the Select Board. These exercises will happen in the fall but do require the Town to “opt in” within the next couple of months. Costs and analysis will be handled by the State and WRC and Jay strongly recommended the Town’s participation. Andrew expressed his willingness to participate as did the Select Board. Jay also noted that after the October exercises, there will be follow-on exercises in 2025 going beyond tabletop and be practical involving the moving and use of equipment and the system for requesting and receiving assistance from the state.

*April 2024 Eclipse:* Nick and Jay advised the Board that the April 8, 2024, Solar Eclipse will hit roughly 96% totality in the Marlboro Area, and that the Town should be prepared for increased traffic as people come to see this event (Jay especially noted that the “overlook” on Hogback Mountain could see a great deal of traffic). Nick advised that he is contacting Sheriff Mark Anderson to discuss the potential for having Deputy coverage to help handle the expected traffic and keep everyone safe.

*Other Updates:* Jay noted that the Town and the Board should get up to speed on the new software (WEB EOC) whereby the Town’s EM personnel can “Stand-Up” the Emergency Operations Center virtually as well as at a “hard” location. Nick took the action item to follow-up.

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Resolution to Obligate Remaining ARPA Funds: Nick advised the Board that based on their previous directions, he spoke with the VLCT on how to proceed to obligate the Town's remaining ARPA funds to a) Mold Remediation at the Highway Garage, b) if funds remain to use funds for expenses regarding the First Aid Building project, and c) if funds remain to provide funds to assist MVFD in their service to the Town. Nick noted that similar to the way the ARPA funds were handled for DVFiber, a resolution would be available for the Board's approval and signature at the 2/22/24 meeting.

Snow Mobiles and Muster Field: – Tabled

### **Old Business**

#### Town Administrator Report:

*FEMA Update:* Nick advised that as of 2/7/24, the FEMA process regarding the July, 2023 rain/flood event has been completed and all information has been “sent up the ladder” and waiting for approval (which should happen) is the next step. Time frame is uncertain at this time

*Garage Mold update:* Nick presented a list of area (more than 10) mold remediation specialists and is in the process of contacting them to arrange for a quote process.

*Camera at Garage Update:* HSS is ready to install the camera system at the Highway Garage and Nick is working with them and Andrew to schedule the work.

*G3 Bike Race:* Nick advised that the G3 bike race has again requested to hold the race. Nick advised that the G3 race have held this race for several years and have been excellent at holding the event and “cleaning-up” after themselves. The Board asked Nick to stay in touch with them and to remind them of the necessity to make sure Marlboro's roads are cleared of litter that may result from the race.

**Adjourn @ 7:25pm (Agate/Skramstad – Passed Unanimously)**