

Cavendish Select Board Meeting, Thursday, March 14th, 2024, at 6:30 pm
Location: Town Office Meeting Room: 37 High Street Cavendish, Vermont

Present: Bob Glidden (Chairman), Mike Ripley, George Timko, Shannon Devereux, Dave Norton, Rick Chambers (Town Manager), Jen Leak (Recording Secretary), Patrick Cody (OVTV) and citizens as listed on the attached sheet.

- **Call the meeting to order**

Bob Glidden, Chairman, called the meeting to order at 6:30 pm.

- **Conduct Annual Organizational Meeting**

Bob turned the meeting over to Rick to review the list of appointed positions with the Board.

George Timko moved/Bob Glidden seconded a motion to approve the Select Board's regular monthly meeting time for the second Monday at 6:30 pm for a term of one year. All voted in favor.

Dave Norton moved/George Timko seconded a motion to approve the Vermont Journal as the Official Newspaper of Advertisement for a term of one year. All voted in favor.

Mike Ripley moved/Dave Norton seconded a motion to appoint Robert W. Glidden as Select Board Chairman for a term of one year. All voted in favor.

Bob Glidden moved/Shannon Devereux seconded a motion to appoint Mike Ripley as Select Board Vice-Chairman for a term of one year. All voted in favor.

Mike Ripley moved/Shannon Devereux seconded a motion to appoint George Timko as Clerk of the Select Board for a term of one year. All voted in favor.

Bob Glidden moved/Mike Ripley seconded a motion to appoint Rick Chambers as Collector of Delinquent Taxes for a term of one year. All voted in favor.

George Timko moved/Shannon Devereux seconded a motion to appoint Hollis Quinn, Jr. as Fence Viewer for a term of one year. All voted in favor.

Dave Norton moved/Bob Glidden seconded a motion to appoint Wayne Gilcris as Inspector of Lumber, Shingles and Wood for a term of one year. All voted in favor.

Shannon Devereux moved/Dave Norton seconded a motion to appoint Wayne Gilcris as Weigher of Coal for a term of one year. All voted in favor.

Bob Glidden moved/Mike Ripley seconded a motion to appoint Tim Calabrese as Tree Warden for a term of one year. All voted in favor.

Dave Norton moved/Shannon Devereux seconded a motion to appoint Robert C. Glidden as Emergency Management Director for a term of one year. All voted in favor.

Mike Ripley moved/Shannon Devereux seconded a motion to appoint Shirley Clark as Regional Planning Commissioner for a term of one year. All voted in favor.

Bob Glidden moved/Shannon Devereux seconded a motion to appoint Rick Chambers as Solid Waste District Representative for a term of one year. All voted in favor.

Dave Norton moved/Shannon Devereux seconded a motion to appoint Bruce McEnaney as Solid Waste District Alternate for a term of one year. All voted in favor.

Bob Glidden moved/Dave Norton seconded a motion to appoint Shannon Devereux as Selectmen's Representative to Local Planning Commission for a term of one year. All voted in favor.

Bob Glidden moved/Shannon Devereux seconded a motion to appoint Bruce McEnaney, Jeffrey Strange and Tim Calabrese as Town Planning Commissioners for terms of three years each. All voted in favor.

George Timko moved/Shannon Devereux seconded a motion to appoint Stephanie Knockenhauer as Green-Up Committee Chairperson for a term of one year. All voted in favor.

Dave Norton moved/Shannon Devereux seconded a motion to appoint John Saydek as Representative to Regional Transportation Advisory Committee for a term of one year. All voted in favor.

Shannon Devereux moved/Mike Ripley seconded a motion to appoint Rick Chambers as Water Commissioner for a term of one year. All voted in favor.

Bob Glidden moved/Shannon Devereux seconded a motion to appoint Robert C. Glidden as Water Commissioner for a term of three years. All voted in favor.

George Timko moved/Bob Glidden seconded a motion to appoint Lucy MacKenzie Humane Society and Springfield Humane Society as Town Animal Pounds for a term of one year. All voted in favor.

Shannon Devereux moved/Bob Glidden seconded a motion to appoint Rick Chambers as E911 Coordinator for a term of one year. All voted in favor.

Rick mentioned that the position of Animal Control Officer has been vacant and there are two open positions for Planning Commissioners.

- **Convene Monthly Select Board Meeting**

Bob convened the monthly Select Board meeting at 6:43 pm.

- **Approval of Minutes from January 8th & February 12th 2024**

Dave Norton moved/Mike Ripley seconded a motion to approve the minutes from January 8th & February 12th, 2024, as printed. All voted in favor.

- **Adjust Agenda**

There were no adjustments.

- **Hear Citizens**

Margo Caulfield was present and requested permission for use of the Town Greens for the Annual Town Wide Tag Sale to be held on the last Saturday in July.

Bob Glidden moved/Mike Ripley seconded a motion to approve use of the Town Greens for the Annual Town Wide Tag Sale to be held on the last Saturday in July. All voted in favor.

Margo said that TDS has completed their wiring upgrade for high-speed internet in town. She said that she has spoken with people who have switched and they are satisfied. She said that about 20 properties are still underserved.

Margo said that she has been working with Black River Action Team (BRAT) on the Don't Pitch in the Ditch campaign. She said that they will be doing a promotion for Green-Up Day to clean the ditches. She added that keeping culverts and ditches clean will not prevent the greatest flooding events but would help.

Rob Ruhlin was present. Rob said that he is organizing a local GOP Committee and would like to have meetings in the Town Office meeting room. He said that he spoke with Rick about the logistics of holding meetings here, maybe before or after Select Board or Planning Commission meetings, unless he is given a key. Rick said that it was difficult to hold meetings outside of the Town Office open hours due to someone needing to unlock and lock up, especially if multiple organizations wanted to meet here, but there wasn't a policy on the use of the Town Office.

George said that the meeting room has generally been used for Town business but if it wasn't a burden on the Town Office staff he would support other organizations using it. Mike agreed. Bob added that the Proctorsville Fire Station could be available for meetings, and he thought the Cavendish Fire Station could be as well. Rob said that he would coordinate meeting dates and times with the Town Manager.

- **New Business**

1. **Discuss Town Plan Enhanced Energy Chapter**

Rick said that the Board needs to hold a public hearing prior to approving the Town Plan Enhanced Energy Chapter. The Board agreed to hold a hearing prior to the April meeting, at 6:00 pm. George said that he would not be in town on April 8th due to the solar eclipse. Dave said that he might be away as well. The Board agreed to reschedule the monthly meeting for April 15th immediately following the hearing for the energy chapter.

Bob Glidden moved/Dave Norton seconded a motion to hold a Hearing on the Town Plan Enhanced Energy Chapter on Monday, April 15th, 2024, at 6:00 pm with the monthly Select Board meeting immediately following. All voted in favor.

2. **Short Term Rental Planning Commission Findings**

Rick said that a representative from the Planning Commission couldn't be here tonight, but the Commission has discussed options and did not recommend any action at this time.

3. **Town Parcel Map Updating Contract (ARPA)**

Rick said that he had emailed the proposal and contract to update the Town parcel maps to the Board. He said that the maps haven't been updated since 2009.

George said that he thought the Board would review each of the applications before approving them and notifying the applicants. The other board members said that they believed they had already approved all of the applications at the amounts requested at the February board meeting. George said that not all the money was allocated, and one project was no longer viable. Rick said that he thought the Board would discuss the remaining funds at a future meeting.

Dave Norton moved/Mike Ripley seconded a motion to approve the contract for \$28,400 for updating the parcel maps. All voted in favor. Rick passed out the contract for the Board to sign. George commented that he didn't see why the Board needed to approve this project individually and not the others.

4. Cannabis Committee Discussion

Rick said that the Town article to allow cannabis retail passed. He said that the Town now has an option to form a local cannabis control board. Rick said that anyone applying for a cannabis retail license would need to notify the local board, and while there isn't much control at least the board would know who was applying. He said that the Select Board could be the cannabis control board similar to how they are also the liquor control board.

Dave Norton moved/Shannon Devereux seconded a motion to form a Cannabis Control Board, that being the Select Board. All voted in favor.

George asked when the Cannabis Board would meet. Rick said that they can't make any ordinances specific to cannabis so would meet when someone applies for a license.

5. Summer Concert Series Schedule

Rick said that the CCCA submitted a letter requesting use of the Proctorsville Green for the Summer Concert Series, to be held on Wednesday evenings from July 3rd to August 7th.

George Timko moved/Dave Norton seconded a motion to approve use of the Green for the CCCA to conduct the summer concert series. All voted in favor.

6. Annual Informational Meeting Discussion

Rick said that this year's Informational Town Meeting had a lot of discussion about getting more people to attend.

Mike asked if the meeting date and/or time could be easily changed. Rick said that he thought it would just need to be appropriately warned since no voting would take place at the meeting. Mike said that he thought holding the meeting on Saturday, maybe having high school kids to play with younger kids on the playground and having some food, would make it easier for people to attend. Margo suggested having a town wide pot luck.

The Board discussed the timing and agreed that earlier in the day on the Saturday before voting with perhaps a lunch might work better for more people.

Sandra Russo was present and suggested encouraging people to attend budget meetings and participate in putting the numbers together. Margo suggested having budget meetings via zoom. Rick said that there are open positions for a budget committee and he would welcome residents wanting to fill those positions. Rob Ruhlin said that he would be interested in being on a budget committee. Margo asked when the budget committee would meet. Rick said that he thought it would start in early fall before the Select Board starts holding their budget meetings.

- **Managers Report**

Rick said that the Town budget passed. He said that he will be working on putting paving proposals together for this coming season.

Rick said that some roads are starting to dry out, and the highway crew is able to do some grading and raking. He added that there are still muddy spots which they need to work around.

Rick said that he will have a discussion about Greven Field at the April Board meeting. He said for this spring that Cavendish and Ludlow will be playing baseball/softball together in Ludlow at Dorsey Park and the high school field. He said that they may be able to play T-ball at Fletcher Field.

- **Other Business**

Dave Norton – none.

Shannon Devereux – none.

George Timko – George asked if anything was happening with the Academy Building. Rick said that he hasn't heard anything since the survey was finished.

George asked if the hearing to accept the road behind the brewery in Proctorsville was scheduled. Rick said that he would coordinate a site visit and hearing, maybe in April or May.

Mike Ripley – Mike asked about providing e911 number signs. Rick said that he would like to put a link on the Town website for residents to purchase signs themselves and guidelines on how to place them. Shannon suggested that the Town could use ARPA funds to purchase them for people. Margo said it would be really important to have good reflective signs on houses. Mike and Bob said that it would be easier for emergency personnel to have uniform signs through town. The Board suggested that the Town could order the signs and have the Fire Departments install them.

George asked if the other Town ARPA projects would be presented to the Board. Rick said that he would be bringing details on the other Town projects before the Board.

Bob Glidden – none.

- **Adjourn**

Mike Ripley moved/George Timko seconded a motion to adjourn at 7:26 pm. All voted in favor.

Minutes Approved: _____

Date: _____