

Select Board Meeting, Monday, April 17th, 2023, at 6:30 pm
Town Office Meeting Room: 37 High Street Cavendish Vermont

Present: Bob Glidden (Chairman), Mike Ripley, George Timko, Shannon Devereux, Stephen Plunkard, Jen Leak (Recording Secretary), Noah Schmidt (LPCTV) and citizens as listed on the attached sheet.

1. Call the meeting to order

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

2. Approval of minutes from March 13, 2023.

Mike Ripley moved/Shannon Devereux seconded a motion to approve the minutes from March 13, 2023 as written. All voted in favor.

3. Adjust agenda

Mike asked to add item 3.a. Approval of minutes from the executive sessions held on March 27, April 4 and April 5, 2023.

Mike Ripley moved/George Timko seconded a motion to approve the minutes from the executive sessions held on March 27, April 4 and April 5, 2023. All voted in favor.

4. Hear Citizens

Margo Caulfield was present. She said that she and Tim Calabrese, Tree Warden, are recommending that a large pine tree adjacent to the Universalist Union Stone Church be taken down because some branches had broken off recently and nearly hit the church. Margo said that the estimate to remove it is \$3,600 to \$4,200 but would be less if the Town crew removes the wood. She added that there is enough money in the tree fund to pay for it.

The Board discussed whether the tree was on town property or the neighbor's property, and decided to ask the Town Counsel for advice on what permissions would be needed to remove it. The Board will discuss this item again at their next meeting.

Daniela Clark was present and read a statement regarding her concerns about the municipal drinking water. She said that the notice regarding a high manganese level last fall and the intermittent discoloration over the winter have made her feel it is not safe to drink the water and she wanted to know what was being done. Bob said that the media has been replaced in the water filtration plant and the well will be cleaned later this month. Diane McNamara, Town Clerk, was present and said that the water operator could provide more information if this topic was put on an agenda at another meeting. The Board agreed to discuss water quality at the next monthly meeting.

Pete LaBelle said that he had the schedule for the summer concert series. He said that they will again take place on Wednesday nights, starting on July 5th.

Bruce McEnaney was present and said that he would like to replace several of the cemetery lawn mowers. He said that the total cost estimate would be \$4,700 and there is money in the cemetery capital equipment fund to cover it.

George said that the Board should not make any motions to spend money unless that item was on the agenda. He added that the Board did not need to approve all expenses ahead of time and that the Chairman could approve spending in absence of a town manager. Bruce agreed that he would talk with Bob.

Bruce commented that the maples in front of the Town Office need to be treated with gypsum to remain healthy. He said that he would investigate finding someone to give an estimate for treating them.

5. Former town garage site update.

Diane said that the contaminated soil is covered and they are waiting for results from soil testing before deciding how to move the soil off site.

6. Select Board to review and consider approval of Liquor License Applications.

Diane said that there is an outside consumption permit application from Outer Limits Brewery which was discussed at an earlier meeting where some concerns were voiced. She said that she looked at minutes from prior meetings and didn't find any clear information. Diane added that she wasn't clear if the concern was that their tables are on town property or if they were not following their Act 250 permit which specified how many parking spaces should be available. She said that the owners were not aware there were questions about their permit.

Mike said that he thought Outer Limits had room for their tables on the grassy area in front of their building rather than on the parking spaces. Diane said that the Board would need to investigate the property boundaries or Act 250 permit themselves or ask the town attorney to do it. The Board decided to wait until next month to approve the permit and Mike would contact the owners of Outer Limits.

Diane said that there is an outdoor consumption permit application from Smokin' Bowls on Route 103.

Bob Glidden moved/George Timko seconded a motion to approve an outdoor consumption permit for Smokin' Bowls. All voted in favor.

7. Town Treasurer to discuss with the Select Board the need for a Grant Implementation Policy.

Diane said that she has done some preliminary research into developing a Grant Implementation Policy and wanted to know if the Board would like her to continue to work on this. She said that as Town Treasurer she would like to know in advance when grants are applied for so that she can anticipate cash flow and to ensure that all reporting requirements and compliance restrictions are followed. She said that she believed having a policy would ensure that everyone is following the same procedures. Stephen commented that the Board had discussed adding a grant match fund into the budget. The Board agreed that Diane should continue to work on the policy.

8. **Select Board to review and consider approval of building permits submitted to the town.**

Diane said that the Town Manager usually approves building permits and asked if the Board wanted to review them as a group tonight. The Board agreed that the Chairman could approve and sign them until a new Town Manager was hired. Bob said that he would review them this week.

9. **Select Board to review and consider town employees meeting prospective town managers.**

Mike said that he had asked to put this on the agenda. He said that the Board is having second interviews this week and wanted to discuss whether any of the current employees should be involved. The Board discussed whether and how much to involve the current employees in the hiring process. The Board decided to interview the candidates in executive session themselves, and to ask for input from the department heads afterwards.

10. **Update on town activities**

There were no updates.

11. **Other business**

Stephen Plunkard – none.

Shannon Devereux – none.

George Timko – none.

Mike Ripley – none.

Bob Glidden – none.

12. **Adjournment**

George Timko moved/Mike Ripley seconded a motion to adjourn at 7:22 pm. All voted in favor.

Minutes Approved: _____

Date: _____