

Cavendish Select Board Meeting, Monday, June 12th, 2023, at 6:30 pm
Location: Town Office Meeting Room: 37 High Street Cavendish, Vermont

Present: Rick Chambers (Town Manager), 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.

- **Call the meeting to order**

Bob Glidden, Chairman, called the meeting to order at 6:31 pm.

- **Approval of Minutes from May 8th, 2023**

Mike Ripley moved/George Timko seconded a motion to approve the minutes of May 8, 2023, as written. All voted in favor.

- **Adjust Agenda**

Rick said that he needed to correct item #4 under Old Business because Reese Brown will not be present.

- **Hear Citizens**

There were no citizens wishing to be heard.

- **New Business**

1. **Appoint Assistant Health Officer**

George Timko moved/Mike Ripley seconded a motion to appoint Rick Chambers as Assistant Health Officer. All voted in favor.

2. **Discuss Cavendish Streetscapes using Village Green**

Rick said that Streetscapes had mentioned using the Green to hold the Birds and Blooms Festival at the May 8th meeting but the Board had not given their formal approval. *Mike Ripley moved/Bob Glidden seconded a motion to allow the Streetscapes Committee to use the Proctorsville Green on Saturday, June 24, 2023, for the Birds and Blooms Festival. All voted in favor.*

3. **Discuss CTES using Village Green for Graduation**

Bob Glidden moved/Shannon Devereux seconded a motion to allow CTES to use the Proctorsville Green on Friday, June 16, 2023, for the 6th grade graduation. All voted in favor.

4. **Discussion on Proposed Subdivision Regulations**

Tim Calabrese was present. He said that, at their last meeting, the Planning Commission voted in favor of pursuing simple subdivision regulations. Tim said that there has been an increase in development in town, especially on the back roads. He said that the Planning Commission felt it would be beneficial to have two sets of regulations, one for 4 or more lots and another for 3 or less. He said that the regulations would set standards for construction of roads, drainage, access for emergency vehicles, and protection of open space (if desired).

Tim said that the Planning Commission would develop a draft over the fall, hold hearings, then pass it to the Select Board for approval and finally put it to the voters. He said that subdivision regulations are not zoning, so they would not specify allowable uses of properties, but would set common sense development standards. He added that Black River Commons (along Main St in Cavendish) is a good example of a good subdivision plan. Tim said that they would protect homeowners from poor drainage design which might damage adjacent properties.

Mike asked if they had a draft on paper for review. Tim said that they did not. He said that if the Board agreed the Planning Commission would meet with Regional Planning to look at neighboring towns plans and then start to work on a draft. George commented that 30 years ago the Planning Commission had proposed subdivision regulations which the voters didn't pass. He asked if there would be application fees for developers. Tim said that there could be. He said that the Planning Commission would review and approve the applications.

Tim said that tonight they were asking for the Board's approval to go ahead and investigate this topic. The Select Board agreed.

5. Discuss/Sign Sheriff's Department Yearly Contract

Rick said that the current contract ends June 30th, and the Sheriff's Department sent a new contract for FY24 which needs the Board Chairman's signature. George asked how many hours per week they are offering. Rick said that the contract specifies 6-8 hours per week for \$25,000 annual cost divided into 12 equal monthly installments. He added that they are available for more hours at a cost.

George Timko moved/Mike Ripley seconded a motion to accept the contract for the Sheriff's Department for FY24. All voted in favor.

Mike suggested that the Sheriff could present ideas for their next contract at the next series of budget meetings.

6. Appoint Fire Warden

Rick said that Chris Marks has filled out the state paperwork for a 5-year term starting July 1, 2023. He said that form needs the signatures of all the Board members.

George Timko moved/Mike Ripley seconded a motion to approve the appointment of Chris Marks as Fire Warden for a 5-year term. All voted in favor.

7. Appoint Flood Hazard Regulations Administrative Officer

Rick said that the previous Flood Hazard Regulations named the Town Manager as administrator but the current ones did not.

Mike Ripley moved/Bob Glidden seconded a motion to appoint Rick Chambers, Cavendish Town Manager, as the Administrative Officer for the Flood Hazard Regulations. All voted in favor.

- **Old Business**

1. **Continue Water Discussion from May 8th Meeting**

Rick said that the Board agreed to discuss the water quality concerns again tonight. He said that he met with the resident who had requested more information at the May 8th meeting. Rick said that the hydrants are being flushed this week, which will cause some disruption, but flushing the lines is very important and he hoped it would help.

Betty McEnaney was present and said that she was shocked at the dark color of the water coming out of the hydrants. Rick said that discoloration was common and caused by iron and manganese build up. He added that he thought flushing twice a year, and maybe quarterly, was important. Tim asked if any lines needed replacing. Rick said maybe, he hadn't looked at the ages of the pipes yet.

George asked if the water filtration media had been changed. Rick said that it had.

2. **Tree Removal at Church**

Rick said that he spoke with Bruce McEnaney who thought the tree is right on the boundary between the two properties. He said that the Tree Fund has \$4,700. Rick said that he spoke with town counsel who said the Town could remove it, or have a survey done to make sure of property line. George suggested getting a written okay from the adjacent property owner. Rick said that he would ask for a more formal and legally binding consent from the owner.

George said that Stephen Plunkard's son has offered to take the tree down for \$2,000 with the Town Highway crew doing the debris removal. Rick said that he hadn't asked for other bids yet. Tim said that he got a price from Jason Barrows for \$4500-5000 to take it down and remove it. Rick said that the highway crew is down to only 2 members currently but they are willing to do the removal. He said that he would need to see proof of insurance for whomever does the tree work. Stephen said that he would ask his son to provide that.

George Timko moved/Mike Ripley seconded a motion to proceed to take down the pine tree located between the Universalist Church and the adjoining property for no more than \$2500. All voted in favor.

3. **Speed Limit Signs**

Rick said that he was asked about the progress of placing digital speed limit signs on Route 131. He said that he had found a quote for 4 signs for \$13,500, but he did not find a permit in the works with the state. Rick said that he didn't find any discussion about this in last year's minutes. He added that he spoke with Mark Pickering from VTrans who would loan us two portable units for the summer.

The Board discussed placement of the signs. Rick said that he would look into grants and funding.

4. **Academy Building Discussion** (~~Reese Brown will be present~~)

Rick said that he had received a set of questions about the Academy Building and he thought

someone would be present tonight but they were not. George asked if the Board could see a copy of the deed with the restrictions. Margo Caulfield was present. She said that Reese had sent out an email with the deed and other information earlier.

The Board agreed to discuss the building again if Reese or someone else was present.

- **Future Agenda Items Proposals**

Betty said that she should have brought this up under hear citizens but she questioned the denial of Outer Limits outdoor consumption permit. The Board explained that they needed those parking spaces to comply with their Act 250 permit and they had space on their own property where they could place outdoor tables if they wished so could reapply for an outdoor consumption permit for a different location.

Margo asked whether the Select Board needed to appointment someone to the vacant seat on the school board. Rick said that he believed they needed to be appointed by the school board.

Shannon said that she had received complaints about the potholes on Depot Street as you come off Route 103.

George asked if the Town intended to do any paving projects on some of the smaller roads this season. Rick said there was not much money in the paving fund. George commented that the road behind Outer Limits Brewery, which is maintained by the town, should be added onto the inventory of town roads.

- **Adjourn**

Mike Ripley moved/Shannon Devereux second a motion to adjourn at 7:05 pm. All voted in favor.

Minutes Approved: _____

Date: _____