

gallons at \$4.55/gallon for a total of \$6,825.00. Motion passed unanimously

C. 48 Snowbridge Road – L3

- i. This is a request for allocation for one additional bedroom
- ii. Allocation fee – 1 bedrooms @ \$780/bedroom
- iii. **MOTION by Bob Brandt and seconded David Rose by to approve this application for an allocation for an additional bedroom at \$780 per bedroom. Motion passed unanimously**

D. 161 Upper Cross Road

- i. This is a request from the applicant whose property was on a septic and they wish to connect to the sewer. This would be an allocation for 4-bedroom bedrooms plus hook-on fee.
- ii. Allocation fee – 4 bedrooms @ \$780/bedroom \$3,120.00
- iii. 1 Hook on fees @ \$4,500/unit \$4,500.00
- iv. **MOTION by Bob Brandt and seconded Earl Washburn by to approve this application for an allocation for a home with 4 bedrooms per unit, for a total of 4 bedrooms at \$780 per bedroom and a hookon fee of \$4,500/ unit for a total of \$7,620.00. Motion passed unanimously**

6. **Mount Ascutney Regional Commission (MARC) to Present Final 2021 MPG – Downtown Streetscape Improvement Plan from the Municipal Planning Grant**

- A. Scott Murphy said this is a report from the 2021 Planning grant. The intent was to identify improvements to help the community plus to look at land use bylaws. This is the final report, with suggestions, recommendations and possible funding sources.
- B. Jason Rasmussen said there are lots of grant opportunities. One, due June 8th, is the pedestrian grant. There are also ARPA funds and federal infrastructure funds. We have been working with the Planning Commission on changes to the zoning regulations.
- C. Rachel Scudder said some of the goals are to: slow traffic, improve walkways, set up a bike network, and improve pedestrian connectivity to the downtown. They would like to improve the crosswalks on Andover Street by Dorsey Park and on Main Street by Veterans' Park.
- D. Jason Rasmussen said they are looking at newer flashing traffic signs, like the ones with the smiley faces and to increase signage at all crossing areas. They also considered sidewalk improvements.
- E. Scott Murphy said we are looking for sidewalk funding programs and asked Jason Rasmussen if he knows of any.
- F. Jason Rasmussen said the Bike/Pedestrian grant is small scale and may be a good fit for the crosswalks. He said that the ARPA funds may also be used for sidewalks. He said that the federal government is coming out with newer highway programs that may help, but he has not seen the rules. We have included photos of suggested crosswalk improvements, with possible pedestrian refuge areas. There were also pictures of different kinds of bike lanes, possibly by the schools, the parks and Shaw's. (Shared, painted, neighborhood greenways.) They also suggest bike parking areas downtown in conjunction with sidewalk improvements. He said that the bike path suggestions in the past have had permitting issues.
- G. David Rose suggested just painting lines.
- H. Jason Rasmussen said they could also do a separate, 10' wide bike path, starting in the village. They can use stencils, hash marks and bollards.
- I. Bob Brandt said that he is concerned about bike lanes through the village and said that kids should be on the side streets. There is no room on Main Street.
- J. Jason Rasmussen said there is lower traffic on High and Pleasant Streets.
- K. Bob Brandt said there can be signage directing people.
- L. Jason Rasmussen said that painting lines and putting up signs on Pond Street may help slow traffic.
- M. Bob Brandt said there are shoulders outside the Village. There could be signs for parking. He said we should upgrade the signs on Main Street. He suggested a vehicle direction sign at the corner of Pleasant and Depot Streets and gateway signs on Andover Street at Dorsey Park, Veterans' Park and the fire station.
- N. Jason Rasmussen said they put up some vinyl signs, 2 – 3 years ago and asked how they are working and if we should consider more.
- O. David Rose said the crosswalks are red. He would like to see more radar signs and flashing crosswalk signs, but they are expensive.
- P. Jason Rasmussen said we can look into them. He said we can ask for up to \$75,000, but the Village would have a 50% match.

- Q. Scott Murphy asked if that grant is revolving.
- R. Jason Rasmussen said every year and this year the grant applications are due in by 6/8/2022.
- S. Bob Brandt suggested painting the crosswalks.
- T. David Rose said that money for large improvements is an issue in the village.
- U. Jason Rasmussen suggested that they consider going for a Downtown District designation, it would give them access to other grants.
- V. Scott Murphy said they would need a 501(c) (3) designation and Streetscapes has one. They would also need to hire a part time paid person. Streetscapes is slowly starting up again.
- W. Jason Rasmussen said those funds are more flexible.
- X. Scott Murphy said they can paint stripes at the crosswalks.
- Y. Jason Rasmussen said people don't see the red crosswalks at night and the white is more visible.
- Z. David Rose said they have brought up some good things. He said that sidewalks are an issue here and we don't want to take a bond to do them.
- AA. Jason Rasmussen said there is also the Better Places grants and they can look into it.
- BB. Bob Brandt said he likes the idea of painting the crosswalks white and putting in crosswalks lights.
- CC. Scott Murphy said that they had installed increased LED street lights and they help.
- DD. David Rose said he is not in favor of pedestrian islands, but likes the idea of more crosswalk signs.
- EE. Jason Rasmussen said that can be done over time.
- FF. Andrea Goldman asked if we can paint over the red crosswalks.
- GG. Jason Rasmussen said you may have to cut them out.
- HH. David Rose asked if they will be paving the downtown in 2 to 3 years
- II. Scott Murphy said yes.
- JJ. Andrea Goldman suggested painting white lines in front and at the back of the crosswalks.
- KK. Jason Rasmussen said they could, as long as it follows the rules.
- LL. Scott Murphy said he will look into it.

7. **Consider Wastewater Service Rate Increase Effective July 1, 2022**

- A. David Rose asked when was the last rate increase
- B. Scott Murphy said they increased the rates 5% last year and 5% the previous year. He said there is about \$770,000 in the capital account.
- C. David Rose said the sewer account is in better shape than the Water account.
- D. Scott Murphy said we do have projects to get done.
- E. David Rose said that if we raise the rates 5%, that would give us an additional \$40,000 in revenue and there are quite a few projects.
- F. Bob Brandt said that 5% is reasonable and will help keep us even.
- G. **MOTION by Bob Brandt and seconded by David Rose to raise the sewer rates 5% effective July 1, 2022. Motion passed unanimously.**

8. **Review RFP Bids for Sidewalk Work – Sidewalk and curb replacement at Lower High Street**

- A. Scott Murphy advised that they received one bid: for sidewalk removal/replacement on High Street from Gleascott Avenue to Main Street. He said there was a second party interested, but they did not bid and they received another bid at 5:00 p.m. and the bids had been due by 10:00 a.m.

VENDOR	BID
Adam's Trucking & Excavating	\$73,905.00

- B. Bob Brandt said the there is a 4 foot lawn and it doesn't come to the sidewalk until by the old laundry. He said the curb is in bad shape.
- C. David Rose said they will replace the curb.
- D. Bob Brandt suggested paving before they replace the curb.
- E. Scott Murphy said it won't go that far.
- F. David Rose said they also bid last year.
- G. Scott Murphy said they didn't break the bid out. He said the bid last year was \$148,000. He said we have \$18,000 in the current FY2022 budget and also \$18,000 in FY2023. He said we also receive money from the town in the 3/5 Highway. He said that there is also funds from ARPA. He said that he and Ulla Cook cleared the lost revenue and we can use those funds for almost anything the Municipality does. We can do the sidewalks. We have just under \$115,000 now and will be receiving another \$115,000 this year. We have to commit the funds by 2024.

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- H. David Rose said that he does not like just having one bid but that is the way things seem to be going. He added that that sidewalk is bad.
- I. **MOTION by Bob Brandt and seconded by David Rose to accept the bid from Adams Trucking & Excavating for \$73, 905 for the sidewalk project on High Street from Gleascott Avenue to Main Street. Motion passed unanimously.**
9. **Approve VTRANS Financial Plan, Codes & Standards, Certificate of Compliance**
- A. Scott Murphy advised that this is a yearly requirement. The village needs to adopt the Codes and Standards and Certify Compliance stating that we our standards meet or exceed the state standards. We also must spend over \$300/mile on road maintenance. Ludlow does. Scott Murphy said the board needs to sign the documents include the Financial Plan, Codes & Standards and Certificate of Compliance.
- B. **MOTION by Bob Brandt and seconded by David Rose to approve and sign the VTRANS Financial Plan, Codes and Standards and Sign the Certificate of Compliance. Motion passed unanimously.**
- C. All documents signed.
10. **Clarification of Personnel Policy Language – Accrued vacation time intent needs clarification**
- A. Scott Murphy noted that there is some ambiguity in the wording about vacation time. We need to clarify the language. In one place, it says that vacation time will be awarded according to the employee’s anniversary date. That would mean that a new person would not be entitled to vacation until their first anniversary date. At that point they would be entitled to 10 days. In a later paragraph, accrued is mentioned. We originally thought the intent was to accrue vacation time over the year. He said that the Select Board interpreted it as awarded, not accrued. He said that he will make the changes and bring them to the boards for their approval.
- B. David Rose asked if it would be based on start dates.
- C. Scott Murphy said after an employee’s first anniversary, they would be entitled to 10 days. They would be awarded 10 more days after their next anniversary.
- D. David Rose took a consensus of the board and they decided to be consistent with the Select Board.
11. **Other Business**
- A. **Class 2 Paving Grant for Lower High Street**
- i. Scott Murphy said they contacted VTRANS and asked if we can modify the work to be done. The project has included skim, grind, mill and sub-base. We asked if we could just put the skim coat this year and were told that it would be okay. He said they contacted Tom Fuller (Fuller Paving) for a rough estimate and it was below the grant amount. We talked to him about the lady’s house where the water pools. He said he can do that and would pitch the road.
 - ii. David Rose asked about the sidewalk.
 - iii. Scott Murphy said there would be nothing. He said we have time; we have to use the funds by the end of June 2023. It would help with the mobilization if Fuller gets the town paving job.
- B. **Questions**
- i. David Rose asked when they would be returning for the man holes.
 - ii. Chuck Craig said that Green Mountain Pipeline is scheduled to come back to finish the first week in June.
 - iii. David Rose asked about the storm drain under the park.
 - iv. Scott Murphy said that Chuck Craig ran the camera and the sewer line looks good.
 - v. David Rose suggested having them look at the line from Gill Terrace and the Baptist Church.
 - vi. Chuck Craig said he thinks they can. He thinks there are a couple of sections that are not good. The catch basins also have problems.
 - vii. David Rose asked about the section under the park.
 - viii. Chuck Craig said it is no good, he said it’s made of a myriad of materials.
 - ix. David Rose asked how about the back-flow valve installation at the wastewater plant.
 - x. Scott Murphy said it is out to bid.
 - xi. David Rose asked about street sweeping and if they would rent a contractor

- xii. Scott Murphy said yes.
- xiii. David Rose asked about the waterline by ID3 at 70 Main Street. He said that the water line was changed last winter. Gurney did the work and they should have paved with concrete.
- xiv. Chuck Craig said they need to discontinue the old water service.
- xv. Bob Brandt said they did the work in the winter and it was cold.

12. **Municipal Manager Updates**

A. **Bowker Court Decision**

- i. Scott Murphy said that the court denied the man's appeals. We should be able to go to trial before a judge. He said it is a Village ordinance. Scott Murphy said the man will appeal again. If we win, we can fine him retroactively. We have to prepare the court documents. Scott Murphy said that he, Chief Billings and Ron Tarbell will testify.

B. **60% Preliminary Design of High Street/Pleasant Street Extension Project**

- i. Scott Murphy said they are at 60% preliminary design. He said that he met with Wayne Elliott this week along with the state. Wayne Elliott will move forward with the preliminary design, and then he will split out the two projects to see the priority. He said that the Water Project on Pleasant Street is needed more.

C. **High Street/Pleasant Street Ext Project Update**

- i. Scott Murphy said that they camera-ed the High Street sewer line and it looks good. We don't need to change the line.

13. **Set Date for Next Meeting**

- A. Next regular meeting will be on June 7, 2022 at 6:00 p.m.

14. **Possible Agenda Items for Next Meeting**

- A. Review of Lower High Street/Pleasant Street Ext. Project – we should have the priority list by then.
- B. Back-flow Valve Bids – Scott Murphy said they will have bids back.

15. **Sign Warrant Orders**

- A. Warrant orders have been signed.

16. **Possible Executive Session/Personnel/Contracts/Legal Issues**

- A. Scott Murphy said that an Executive Session is not needed.

17. **Adjourn**

- A. **MOTION to adjourn by Bob Brandt and seconded by David Rose. Motion passed unanimously.**
- B. Meeting adjourned at 6:50 p.m.

Respectfully submitted,

Lisha Klaiber

David Rose, Chairman of Trustees

Earl Washburn, Vice Chair

Bob Brandt, Clerk