Selectboard Office

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Bill Humphrey-Chairman

Chris Fournier-Vice-Chairman

George Morehouse

Shannon Chapman

Denis LaMadeleine



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**Concord Selectboard Regular Meeting Minutes**

Tuesday May 02, 2023 at 6:00pm

Municipal Building

Unofficial Copy

**Selectboard Town Treasurer Stuart Consulting**

Bill Humphrey-Chairman Audra Girouard Cynthia Stuart

Chris Fournier-Vice-Chairman

George Morehouse **Town Clerk Caledonian Record**

Shannon Chapman Linda Blakslee Amy Nixon

Denis LaMadeleine

 **Road Commissioner** **Planning & Zoning**

**Selectboard Admin. Asst**. Dane Thorgalsen Steven Bean

Susan LaMadeleine

 **NVDA** **Citizens**

**Zoning Administrator** David Snedeker Ed Bunnell

Paul Berlejung Aleta Mitchel

 Louise Hartshorn

**Call to Order**

Bill H. called the meeting to order at 6:00pm.

**Additions to the Agenda**

* Stewart Letter under Citizen’s Concerns
* David Snedeker after Citizen’s Concerns.
* Essex County NRCD Support Letter under New Business

**Approval of Agenda**

Chris F. made a motion to approve the Agenda with the additions. Shannon C. 2nd. Motion passed 5-0.

**Approval of the April 4, 2023 Regular Meeting Minutes**

George M. made a motion to approve the April 4, 2023 regular meeting minutes. Chris F. 2nd. Motion passed 5-0.

**Citizen’s Concerns**

* **Steven Bean-Camper’s Lane**

Stated that the fence at Miles Pond Beach is not connected to the top rail anymore and the fasteners need to be replaced.

* **Douglas & Leslie Stewart Letter**

A letter was submitted to the Board regarding the trash issues in East Concord. The letter was reviewed and acknowledged by the Board.

* **Catherine Silsby-Oregon Road**

Susan L. informed the Board of her concerns. Susan L. let her know that it is being handled by the Town Attorney.

* **Teresa Randall & Todd Barrett-Beach Drive**

Susan L. informed the Board about their concerns concerning the Gary Smith Property. Susan L. will send a letter to the property owner.

* Complaint received concerning trailers being lived in on Range Road. The Zoning Admin. Will look into the matter.
* Complaint received concerning ATVs speeding and making a lot of noise on the upper portion of Shadow Lake Road. Susan L. will contact the Sheriff to request additional patrols.
* **Josh Smith—Absent**

**David Snedeker-NVDA**

David S. informed the Board about current grants that are available to the Town and that he can work with the Town if they choose to move forward with any grants.

**Old Business**

**Town Clerk**

Linda B. submitted a liquor and lottery license application from the Alpine Valley Campground.

Shannon C. made a motion to approve the Liquor and Lottery License.

Denis L. 2nd. Motion passed 5-0.

Linda B. stated that she received a call from the Essex County Sheriff’s Department asking if the Town would help with funding in the amount of $600.00 to remove a horse from the Potwin Property on Oregon Road. Consensus of the Board is to not provide the funds.

Linda B. also stated that 239 dogs have been registered so far and that she would be turning over the list of unregistered dogs to the Selecboard at the end of May.

**Town Treasurer-**

April reports will be emailed to the Board by the end of the week for their review. Audra G. informed the Board that Shirley Bunnell is current with her monthly payments and that attorney McCabe recommends that the Town continues to accept payments and hold off on foreclosing.

Audra G. asked the Board which Budget Fund they would like the proceeds from the sale of the 2011 Town Dump Truck to go. Consensus of the Board is for Audra G. to put the proceeds back into the Equipment Fund.

Audra G. presented the Proper Use of Public Funds Annual Report for the Board to review and acknowledgement.

George M. made a motion to acknowledge receipt of the Annual Proper Use of Public Funds Report. Chris F. 2nd. Motion passed 5-0.

Audra G. informed the Board that the Miles Pond Greeter Access Program received $4,893.00 but the Town budged $6,160.00. Should cut be made to the program or will the Town be willing to cover the short fall of funds.

George M. made a motion to continue with the programs with the budgeted amount of $6,160.00. Chris F. 2nd. Motion passed 5-0.

**Road Commissioner**

* Dane T. informed the Board that he has looked at the tennis court and he has calculated that the space will need a 3 inch layer of topsoil, which equals 183 tons at $23.73 per ton which equals $4,346.00. Tabled until the June Meeting to discuss further.
* Bradley Vale Road Up Date

The Board will meet on May 16, 2023 at 3:30pm at the Bradley Road for an inspection of the road.

* Sidewalks

Bill H. provided the Board with a quote from Harold’s Concrete for the repair of the sidewalks on route 2 just to get an idea of how much it will cost. The quote will be kept for the budget process.

* Better Roads Grant Awarded for $20,000.00

Susan L. stated that the Town was awarded a grant from the Better Roads Program in the amount of $20,000.00.

* Grant in Aid Intent Letter

Susan L. presented the Board with a Letter of Intent to Participate in the FY24 Municipal Roads Grants-In-Aid Program.

Chris F. made a motion to authorize Bill H. to sign the letter in intent. Denis L. 2nd. Motion passed 4-0.

* Bridges #32 & #38 Update

Dane T. discussed with the Board possible solutions for bridge repairs and upgrades. Dane T. will contact VTrans District 7 to discuss possible funding.

**Zoning Administrator**

* Citation Authority Paperwork

Paul B. presented the Board with the Citation Authority paperwork requested from the last meeting. Paul B. reviewed the information with the Board.

George M. made a motion to authorize Bill H. to sign the Judicial Bureau Designation of Municipal Officials. Shannon C. 2nd. Motion passed 4-0.

Paul B. informed the Board that the Town has received its first farming determination from the Agency of Agriculture, Food & Markets for a property on Leonard Hill Road.

**Planning & Zoning Board-Absent**

**Grant Administrator-Discussion will be held in Executive Session**

**New Business**

Vermont Judiciary and Supreme Court Gathering.

Susan L. stated that the Vermont Judiciary and the Supreme Court are coming to Essex County to meet with leaders of Essex County to learn about the legal needs that we experience being Vermont’s most rural county. The gathering will take place on June 6, 2023 starting at 3pm at the county owned buildings in Guildhall. Everyone is welcome to attend.

**Local Emergency Management Plan Adoption**

The Annual LEMP was presented to the Board for review and adoption.

George M. made a motion to adopt the Annual LEMP and to authorize Chief Richard Fisher and Chairman Bill H. to sign the document. Denis L. 2nd. Motion passed 4-0.

**Dumpster Quotes**

Susan L. presented the dumpster quotes to the Board for review.

Shannon C. made a motion accept Casella’s quote of $136.00 for every other week pick-up to start, if needed the Town will change the pick-up to every week for the amount of $227.00.

**Overlook Cemetery**

Tabled to next meeting.

**CALEX Representative**

Susan L. stated that Chief Richard Fisher has volunteered to be the CALEX Representative for the Town.

George M. made a motion to appoint Chief Richard Fisher as the CALEX Representative for the Town. Chris F. 2nd. Motion passed 5-0.

**ARAP Projects & Discussions—Implementations Goals**

Chris F. spoke to the Board in regards to the Town Hall Foundation work that needs to be done. He has also spoke to Brian Douglas regarding plans and specks for the project and will have an update for the next meeting.

**Public Festival Ordinance**

Sample Ordinances were given to the Board for review. Tabled until the next meeting.

**Essex County NRCD Support Letter**

A support letter was presented to the Board from Essex County NRCD to enable them to apply for grants so they may continue to provide technical assistance to the Town.

Consensus of the Board to authorize Bill H. to sign the Letter of Intent.

**Other-None**

**Executive Session**: If discussion warrant, and the Board so votes, some items may be held in Executive Session

Chris F. made a motion to go into Executive Session at 7:34pm to discuss legal matters. Shannon C. 2nd. Motion passed 5-0.

Out of Executive Session at 8:10pm. No action taken.

**Adjournment**

Denis L. made a motion to adjourn at 8:13pm. Chris F. 2nd. Motion passed 5-0.

Respectfully submitted, Date: \_\_\_June 6, 2023\_\_\_

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Bill Humphrey-Chairman Shannon Chapman

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Chris Fournier-Vice-Chairman Denis LaMadeleine

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George Morehouse

**Posted: May 8, 2023**