

**Cavendish Select Board Meeting, Monday, September 9th, 2024, at 6:30 pm**  
**Location: Town Office Meeting Room: 37 High Street Cavendish, Vermont and via Zoom**

**Present:** Bob Glidden (Chairman), George Timko, Shannon Devereux, Mike Ripley, Dave Norton, Rick Chambers (Town Manager), Jen Leak (Recording Secretary), Sara Devereux (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.

- **Approval of Minutes from August 12th & August 21st 2024**

*Dave Norton moved/George Timko seconded a motion to approve the minutes from August 12th & August 21st 2024 as written. All voted in favor.*

- **Adjust Agenda**

Rick said that he had one adjustment. He said that he had received a letter requesting appointment to the Planning Commission. The Board agreed to add item #5 Consider Appointment to Planning Commission under New Business.

- **Hear Citizens**

Sandra Russo was present and asked for an update on the ARPA water meter replacement project. Rick said that he will do that as part of the managers report.

- **New Business**

1. **Stepping Stones Request to Reallocate remaining ARPA Funds**

Irene Pearson and Sarah Rhatigan, Stepping Stones representatives, were present and thanked the Board for approving ARPA funds for their new playground. They said that they did not get as much volunteer labor as they had hoped and therefore had to pay someone to finish the project. They wondered about using the remainder of their ARPA funds to cover those labor costs and some additional projects. Rick said that they were approved for \$20,600, and aren't asking for more money, just reallocating the remainder for different items for the playground.

Sarah said that they would ask for the remainder to be paid for them so they could pay the contractor. Irene Pearson was present and said they would use their tax id for wages and withholding taxes. Rick said that they should submit the bill to the Town Treasurer for payment.

George asked if they could provide final a breakdown once the project was done. They said that they would do that and stated again all the monies are still going to their playground project but the allocation is different than proposed. The Board agreed.

2. **Tax Map Maintenance Contract**

Rick said that this is an ARPA project and the original application covered the initial setup and the first year's maintenance. He said that this contract is for yearly maintenance from April 1, 2024, to March 30, 2025, in the amount of \$1,000. He said that the digital maps are in the process of being reviewed and approved. Rick added that the yearly maintenance fees will be paid out of the tax mapping fund.

*Mike Ripley moved/Shannon Devereux seconded a motion to approve the Tax Map Maintenance contract.*

*All voted in favor.*

### **3. Proctor Cemetery Access**

Rick said that the blocked access to the Proctor cemetery was brought up at the last Board meeting. He said that he has tried to talk with the landowner in person rather than writing a letter but has not made contact with him yet. Rick said that if he isn't able to speak with him then he will write a letter.

### **4. October Regular Select Board Meeting Time and Date Discussion**

Rick said that the October meeting falls on Indigenous Peoples Day, and the Town Office will be closed. The Board decided to hold the October meeting the following Monday, October 21<sup>st</sup>.

### **5. Planning Commission**

Rick said that he received a letter of interest in being appointed to the Planning Commission from Maureen Savage, who is present tonight. Rick said that Tim Calabrese, Planning Commission Chairman, approved of her appointment. He said that there are currently only five members and there is room for seven.

***Mike Ripley moved/Dave Norton seconded a motion to appoint Maureen Savage as Planning Commissioner. All voted in favor.***

- **Old Business**

- 1. Dangerous/Derelict Building Update**

Rick said that the derelict building on Depot Street is being taken down. He said that he wished to commend the landowner, who has been in contact with him regularly regarding the demolition plans. The Board agreed they appreciated his work.

Rick said that he sent a letter to the landowner of the derelict house between the villages last week, but hasn't heard back from them yet. He added that the letter was a first notice asking about their future plans for that building.

George asked if Rick mentioned that it should be demolished. Rick said that he did, and he also included a copy of the ordinance.

- **Managers Report**

Rick said that FEMA is pushing to complete the town's paperwork from last year's flooding. He said that he and Diane are spending a lot of time on it, and their project manager is coming down which will help get things done. He said that he believes they have gotten the problems with Sam.gov resolved, which is the organization which pays completed projects. Rick said that the town had to pay \$87,000 interest on the flood loan which will be reimbursed at the end of the project.

Rick said that the water department will be flushing hydrants next week. He said that flushing can cause discolored water, so residents should let their water run until it's clear before doing laundry.

Rick said that he attended a meeting last Friday to discuss the intersection at Route 103 and 131, which is identified as an intersection of concern. He said that a report should be finished by the end of September which he will discuss at the October board meeting. He added that no plans were put forward as yet.

Mike asked if the railroad bridge near that intersection was going to be replaced, he thought he remembered there was a plan for that. Rick said that he didn't know.

Rick said that he has identified at least three companies which could do the water meter replacement project and he needs to write the request for proposals. He said that the technology of meters is changing fast and the prices are getting lower. Sandra asked if the town or the company would install the meters. Rick said that the Water Bylaws require licensed plumbers to install the meters. He said that he thought some companies may have plumbers on staff which would be better than trying to find a local plumber which would probably take longer. Sandra asked when that project might be started. Rick said that he thought it would be next spring at the earliest.

- **Other Business**

Dave Norton – none.

Shannon Devereux –none.

George Timko –George said that the ARPA funds need to be allocated at end of this year, and since one project fell through there is money that needs to be used. Rick said that he plans on discussing that at next month's meeting. He added that he has a list of possible projects.

George asked if Steve Greene's project is in the works. Rick said that he wrote a letter saying the Select Board has agreed that housing , especially for families, is a need, and Steve has met with the Planning Commission. Dave asked if that project would require an Act 250 permit. Rick said that he didn't think so.

Mike Ripley –none.

Bob Glidden –none.

- **Executive Session- Personnel**

***George Timko moved/Mike Ripley seconded a motion to enter executive session at 6:56 pm. All voted in favor.*** The Board and Town Manager moved to the Town Clerk's office.

***Mike Ripley moved/ Shannon Devereux seconded a motion to exit executive session at 7:24 pm. All voted in favor.***

***Shannon Devereux moved/Dave Norton seconded a motion to offer a five-year contract to the Town Manager to be signed at the next Board meeting on October 21<sup>st</sup> . All voted in favor.***

- **Adjourn**

***Mike Ripley moved/Shannon Devereux seconded a motion to adjourn at 7:26 pm. All voted in favor.***

Minutes Approved: \_\_\_\_\_

Date: \_\_\_\_\_