

**Cavendish Select Board Meeting, Monday, April 21st, 2025, at 6:30 pm**

**Location: Town Office Meeting Room: 37 High Street Cavendish, Vermont**

**Present:** Bob Glidden (Chairman), Mike Ripley, Sandra Russo, Shannon Devereux, Dave Norton, Rick Chambers (Town Manager), Jen Leak (Recording Secretary), and citizens on the attached sheet and via zoom.

- **Call the meeting to order**

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

- **Approval of Minutes from March 13th & April 7th 2025**

***Dave Norton moved/Shannon Devereux seconded a motion to approve the minutes from March 13th & April 7th 2025 as written. All voted in favor.***

- **Adjust Agenda**

Rick said that there were no adjustments.

- **Hear Citizens**

Margo Caulfield was present. Margo said that the town wide tag sale is scheduled for the last Saturday in July which would be the 26<sup>th</sup> and asked for permission to use the Town Greens.

***Bob Glidden moved/Dave Norton seconded a motion to approve use of the Town Greens for the Town Wide Tag Sale on Saturday, July 26, 2025. All voted in favor.***

Margo said that she has been working with UVM and Dartmouth students cleaning culverts and ditches in town. She said that they will come several times over the summer and on Green Up Day. Margo said that she would like to get the community involved in maintaining culverts and ditches as these students may not be around forever.

Margo said that this year is the 250<sup>th</sup> anniversary of the American Revolution and next year will be the 250<sup>th</sup> anniversary of the signing of the Declaration of Independence. She said that Governor Scott has asked for all towns to be involved in next year's celebrations. Margo said that she will get the school involved but the Town should decide how to participate. She suggested that a committee should be formed and she would serve on it but not chair it.

Margo said that she has applied for a Vermont Humanities Grant for the Historical Society, Library, Cavendish Community Fund and Cavendish Connects to offer community events. She said that the goal is to bring the community together through the arts, and they hope to hold one event every month.

- **New Business**

1. **Discussion/Permission for use of the Village Green and Depot Street for summer events (Trevor Barlow has requested this and will be present)**

Trevor Barlow was present. He said that he is getting ready to open the former Crow Bakery and would like to hold community events in downtown Proctorsville. Trevor said that he is considering movies, music, some kind of run/bike race and hasn't decided on exact dates or

events yet. He said that he would like to close Depot Street so that pedestrians could move freely about the area. Trevor said that he would like to have a farmers market on Friday evenings on the Proctorsville Green. He said that he would like Select Board permission to start marketing these events.

Sandra asked what length of Depot St would be closed. Trevor said that he would close the section from the bridge to Rt 131. Sandra said that she was concerned about residents in that area and wondered if he should reach out to them and see if they were agreeable to closing the road. Trevor said that he has spoken to many residents and felt they were all in agreement. Sandra asked if he would get written permission from them. Trevor said that he could if needed. He said that he didn't want to inconvenience anyone living in that area.

Bob said that the Proctorsville Fire Department shut Depot St off last year for a celebration and there were no issues. Rick said that he would like to see an event permit and an insurance requirement which most other towns have. Jen said that she thought the Board had discussed requiring event insurance for use of the Green quite a while ago. Trevor added that there wouldn't be structures set up in the street, so emergency vehicles could get through if necessary.

Shannon asked if Depot St would be closed for the weekly farmers markets. Trevor said no, he would just be closed for special events and he hoped to hold 4 of those over the summer/fall. Mike said that he would like to know when those dates will be set. Trevor asked what amount of time would be a reasonable notice and said he is still in the early planning stages so he would be scheduling now for July and August.

Bob said that he would like to see a schedule and dates before voting on closing Depot St. Mike suggested considering the farmers market tonight for approval. Sandra asked what kind of sporting event he was considering. Trevor said that he would like to have something start downtown and end up at his farm off Twentymile Stream Rd. He said that he thought the roads might be closed for a short time or have traffic calming structures and volunteers present along the route. He said that he thought that might be in the fall. Mike asked if the vendors would be charged fees for participating in the farmer's market. Trevor said not initially, but maybe later if there were costs involved.

***Mike Ripley moved/Sandra Russo seconded a motion to allow a farmers market starting in June, ending in October, every Friday evening on the Proctorsville Green. All voted in favor.***

## **2. GMP to present 2025 projects**

Rick said that no one from GMP was present to discuss this.

## **3. Annual Town Highway Financial Plan and Certificate of Compliance**

Rick said that these are done annually and Meghan Brunk from VTrans helped complete them.

***Mike Ripley moved/Dave Norton seconded a motion to sign the Certificate of Compliance and Annual Town Highway Financial Plan. All voted in favor.***

#### **4. Memorial Day Parade**

Rick said that the parade will be on Friday, May 30<sup>th</sup>. He said that the state is strict about getting a parade permit and the Board needs to approve the route so he can submit the permit application. Rick said that the parade will go along Rt 131, down Depot St and across Rt 103 to Hillcrest Cemetery. He said that the Sheriff's department also needs to approve the route.

***Shannon Devereux moved/Dave Norton seconded a motion to approve the use of Route 131 and Route 103 for a parade on May 30<sup>th</sup>, 2025. All voted in favor.***

#### **5. Discussion on Future Police Coverage**

Rick said that this was brought up at the last Board meeting and he asked Dave if he had any more information. Dave said that the new Ludlow police chief will put together some information to present at the May Board meeting. Bob said that he felt more coverage was needed especially when the fire department responds to situations which aren't safe. Dave agreed that responders could be hurt and waiting for state troopers to respond can cause harm to patients.

Rick said that the last sheriff quote for 24/7 coverage was around \$500,000. Dave said that Ludlow and Chester police will respond if they can. Bob said that it can be a 45-minute wait for state troopers, if they respond at all.

#### **6. Discussion on forming a CERT Team in Cavendish (Community Emergency Response Team)**

Rick said that both Chester and Ludlow have started CERT teams. He said that they are community based rather than fire department based. He said that he thought having a Cavendish team which could train with other towns would be useful since then people could respond to nearby towns in emergencies. Rick said that they are volunteer teams and there is some equipment to purchase and costs to participate. He said that he thought it could be run through the emergency management director or the town manager. Rick said that he could talk with Chris Marks if the Board was in favor of moving ahead with this.

Margo asked what they would do. Rick said that the volunteers would receive training so could respond in any emergency situation such as flooding or lost persons. He said that there is information available online. Bob said that it would relieve the fire department of some of the things they do in an emergency. Rick said he will look into moving ahead with this if the Board approves.

***Mike Ripley moved/Bob Glidden seconded a motion to allow Rick to research more into creating a CERT team for the Town of Cavendish to work with the teams in Chester and Ludlow. All voted in favor.***

#### **7. Discuss and Consider Appointment of Town Auditor**

Rick said that he got an email from Andy Amstutz, who is present tonight, expressing interest in

serving as Town Auditor. Andy said that he is a former CPA, has owned a house here for over 30 years and is now retired and living here.

Sandra asked if this position replaces the single audit which was in the Town budget. Rick said no, the single audit is an outside auditor and this position is for town auditor.

***Dave Norton moved/Sandra Russo seconded a motion to appoint Andy Amstutz as Town Auditor. All voted in favor.***

#### **8. Discuss and Consider Appointment of Town Planning Commission Member**

Rick said that Jeff Gilcris is present and had sent a letter of interest in being appointed to the Town Planning Commission. Rick said that there are two vacant positions although he has only received a resignation letter from one.

***Mike Ripley moved/Bob Glidden seconded a motion to appoint Mr. Gilcris as Town Planning Commission member. All voted in favor.***

#### **9. Discuss and Consider Approval of Liquor Licenses for Singleton's**

Rick said that Singleton's has applied for a 2<sup>nd</sup> class application to sell beer and wine, and tobacco. He added that the Board previously didn't need to approve tobacco licenses but now they do.

***Shannon Devereux moved/Bob Glidden seconded a motion to approve the 2<sup>nd</sup> class liquor and tobacco licenses for Singetons Store. All voted in favor.***

- **Old Business**

##### **1. Speed Limit Proctorsville Village**

Rick said that the Board discussed this subject last month, and he wasn't sure if they wanted to pursue changing the speed limit in town. He said that the school flashing lights are now working. Shannon asked about the flashing speed limit signs the Town ordered. Rick said that the town can put up a sign on Depot St, but will need permits for the signs on Rt 131.

Sandra said that she lives on Main St in Proctorsville, across from the school. She said that there is a lot of activity in town at all times of the day. She said that she was concerned about traffic and she felt that 25 mph in the village was reasonable. Dave said that he hasn't seen many issues, and now that the school zone sign is fixed he thought lowering the speed limit was pointless.

Mike asked if the Select Board can lower the speed limit on Rt 131. Rick said that they couldn't, but could ask the state to do a study and they would make the decision. Shannon asked where it would be set. Rick thought it would be from Rt 131 to the end of the village.

Mike said that it took several years to change the speed limit in Chester near the high school. Shannon asked if speeding changed in Chester when they put up the flashing speed limit signs. Rick said that they do have an effect. Shannon said that she felt putting those up would be a

good first step rather than asking the state to lower the speed limit.

***Sandra Russo moved to ask the Town Manager to send a letter to the state requesting a 25 mph speed limit in Proctorsville.*** There was no second, the motion did not pass.

- **Managers Report**

Rick said that he wanted to thank the culvert crawlers for their work. Margo added that if homeowners need help they can contact her and she will try to get the students to help.

Rick said that it was a mild mud season this year, the roads are mostly dry and the highway crew is grading now. He said that they have gravel that wasn't used this spring which they can use.

Rick said that there was a water leak on Depot St last week which has been fixed.

Rick said that he will be putting out paving bids for Depot St and Quent Phelan Rd.

Rick said that May 3 is Green Up day. He said that there is a sign-up sheet and bags at the Town Office. He said that they will be handing out bags and assignments on May 3<sup>rd</sup> at the Proctorsville Village Green and will have sandwiches at noon.

- **Other Business**

Dave Norton– Dave asked if there was any progress on the transfer station shack remodel. Rick said that he has not gotten anything together.

Shannon Devereux – none.

Sandra Russo – none.

Mike Ripley - none.

Bob Glidden – none.

- **Adjourn**

***Dave Norton moved/Mike Ripley seconded a motion to adjourn at 7:32 pm. All voted in favor.***

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

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